University of New Haven

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Graduate Catalog
1987 - 1989

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University of New Haven

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GRADUATE SCHOOL CATALOG 1987-89

300 Orange Avenue
West Haven, Connecticut 06516
Main Number: (203) 932-7000
Graduate Admissions: (203) 932-7133

This catalog supersedes all previous bulletins, catalogs and brochures published by the Graduate School and describes academic programs to be offered beginning in fall 1987. Graduate students admitted to the university for the fall of 1987 and thereafter are bound by the regulations published in this catalog.

The University of New Haven is committed to affirmative action and to a policy which provides for equal opportunity in employment, advancement, admission, educational opportunity and administration of financial aid to all persons on the basis of individual merit. This policy is administered without regard to race, color, national origin, age, sex, religion or disabilities not related to performance. It is the policy of the University of New Haven not to discriminate on the basis of sex in its admission, educational programs, activities or employment policies as required by Title IX of the 1972 Educational Amendments. This school is authorized under federal law to enroll non-immigrant alien students.

Inquiries regarding affirmative action, equal opportunity and Title IX may be directed to the director of equal opportunity.

Any male generic terms appearing in this book refer to both males and females and are used for grammatical simplicity and semantic convenience.

The university reserves the right, at any time, to make whatever changes may be deemed necessary in admission requirements, fees, charges, tuition, regulations and academic programs prior to the start of any class, term, semester, trimester or session.

Every effort has been made to ensure that the information contained in this publication is accurate and current as of the date of publication; however, the university cannot be held responsible for typographical errors or omissions that may have occurred.

Volume X. No. 9 May 1987

The *University of New Haven* is published eleven times a year in January, February, April, May (2), July (2), August, November (2) and December by the University of New Haven, 300 Orange Avenue, West Haven, Connecticut 06516. Second class postage paid at New Haven, Connecticut, publication number USPS 423-410. **Postmaster:** please send form 3579 to Office of Public Relations, University of New Haven, P.O. Box 9605, New Haven, CT 06535-0605

ACADEMIC PROGRAMS

Accounting (M.S.)
Business Administration (M.B.A.)
Business Administration/Industrial Engineering (M.B.A./M.S.I.E.)
Business Administration/Public Administration (M.B.A./M.P.A.)
Community Psychology (M.A.)
Computer and Information Science (M.S.)
Criminal Justice (M.S.)
Dietetics Administration (M.B.A.)
Electrical Engineering (M.S.E.E.)
Environmental Engineering (M.S.)
Environmental Science (M.S.)
Executive M.B.A.
Fire Science (M.S.)
Forensic Science (M.S.)
Hotel and Restaurant Management (M.B.A.)
Humanities (M.A.)
Industrial Engineering (M.S.I.E.)
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Management Systems (Sc.D.)
Mechanical Engineering (M.S.M.E.)
Occupational Safety and Health Management (M.S.)
Operations Research (M.S.)
Public Administration (M.P.A.)
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continued

Senior Professional Certificates

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Applications of Psychology
Computer & Information Science
Dietetics Administration
Economic Forecasting
Finance
General Management
Gerontology
Health Care Management
Hotel & Restaurant Management
Human Resources Management
International Business
Marketing (2 options)
Media in Business
Occupational Safety & Health Management
Public Management (3 options)
Quantitative Analysis
Taxation (2 options)
Telecommunication Management

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Fire Science/Administration & Technology
Forensic Science/Advanced Investigation
Forensic Science/Criminalistics
Forensic Science/Fire Science
Health Care Management
Industrial Hygiene
Occupational Safety
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Fall Term 1987	**Monday, Sept. 14–Saturday, Dec. 19**	
	Last day to petition for January graduation	**Thursday, Oct. 15**
	Holiday (Thanksgiving), no classes	**Monday, Nov. 23 – Saturday, Nov. 28**
	Commencement	**Sunday, Jan. 17, 1988**
Winter Term 1988	**Monday, Jan. 4–Saturday, April 2**	
	Holiday (M.L. King Day), no classes — a make-up class will be scheduled	**Monday, Jan. 18**
	Last day to petition for June graduation	**Tuesday, Mar. 1**
	Holiday (Good Friday), no classes — a make-up class will be scheduled	**Friday, April 1**
	Commencement	**Sunday, June 5**
Spring Term 1988	**Wednesday, April 6–Tuesday, July 5***	
	Holiday (Memorial Day), no classes — a make-up class will be scheduled	**Monday, May 30**
Summer Term 1988	**Monday, July 11–Tuesday, Aug. 23**	
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	Last day to petition for January graduation	**Monday, Oct. 17**
	Holiday (Thanksgiving), no classes	**Monday, Nov. 21–Saturday, Nov. 26**
	Commencement	**Sunday, January 15, 1989**
Winter Term 1989	**Tuesday, Jan. 3–Monday April 3**	
	Holiday (M. L. King Day), no classes — a make-up class will be scheduled	**Monday, Jan. 16**
	Last day to petition for June graduation	**Wednesday, Mar. 1**
	Holiday (Good Friday), no classes — a make-up class will be scheduled	**Friday, Mar. 24**
	Commencement	**Sunday, June 4**

*Holiday (4th of July), no classes — classes normally scheduled to be held on July 4-5 will have make-up classes scheduled prior to the holiday

Spring Term 1989	**Wednesday, April 5–Tuesday, July 4***	
	Holiday (Memorial Day), no classes — a make-up class will be scheduled	**Monday, May 29**
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THE GRADUATE SCHOOL

The University of New Haven is a private, coeducational university with a contemporary and innovative view of higher education.

The Graduate School offers a doctoral degree in management systems and master's degrees in 22 program areas. Classes are offered at locations throughout Connecticut.

The main campus in West Haven offers all academic programs. The off-campus centers at Clinton, Danbury, Groton-New London, Middletown, Stamford, Torrington, Trumbull, Wallingford and Waterbury offer courses leading to master's degrees in business administration, computer and information science and other programs.

Graduate School courses are offered on a 13-week trimester schedule, beginning in September, January and April. An intensive summer term is also offered. Most graduate courses are scheduled during the early evenings and on Saturdays to meet the needs of part-time, employed students.

The Graduate School now offers several classes during the day, continuing the growth pattern of steadily increasing both the number of courses and programs offered and the number of students served. Day classes are typically held in the afternoon.

The University of New Haven is fully accredited by the New England Association of Schools and Colleges. The university holds membership in the Council of Graduate Schools, the Northeastern Association of Graduate Schools, the Academy of Criminal Justice Sciences, the National Association of Schools of Public Affairs and Administration, the American Council on Education, the Association of American Colleges, the National Association of Independent Colleges and Universities, the Accreditation Board for Engineering and Technology, the American Dietetic Association, the College Entrance Examination Board and is a member of other regional and national professional organizations.

History

The University of New Haven was founded in 1920 as the New Haven YMCA Junior College, a branch of Northeastern University. The college became New Haven College in 1926 by an act of the Connecticut General Assembly. The college moved to its current location in 1960.

In 1969, New Haven College added the Graduate School to its established baccalaureate programs. Initially offering programs in business administration and industrial engineering, the Graduate School expanded rapidly. Today a doctoral program, 22 master's programs and additional courses have expanded graduate enrollment to more than 2,500.

On the fiftieth anniversary of the founding of the college, in 1970, New Haven College became the University of New Haven, reflecting the increased scope and the diversity of academic programs offered.

Today, the university offers more than 100 graduate and undergraduate degree programs in six schools: the Graduate School; the School of Arts & Sciences; the School of Business; the School of

Engineering; the School of Hotel, Restaurant & Tourism Administration; and the School of Professional Studies & Continuing Education.

New Haven

The University of New Haven is located in south central Connecticut, between New York City and Boston, Massachusetts. Situated on a West Haven hillside overlooking Long Island Sound, the campus is easily accessible by car (from Interstate 95), bus and train service as well as from local airports.

New Haven, just ten minutes away from the campus, is a city where arts and cultural activities flourish and coexist with science and business. Settled in 1638 and rich in history and heritage, New Haven is proud of its past, prouder of its present and actively planning for its future. The city is a manufacturing center, a deep water harbor, a major art center, a college town with seven colleges and universities in the immediate area, and the "Gateway to New England."

New Haven is home to the Shubert, Palace, Long Wharf and Yale Repertory theaters; the New Haven Symphony; and a number of museums including the Peabody Museum of Natural History, the Eli Whitney Museum, the Yale Center for British Art, and the oldest university gallery in the western hemisphere, the Yale Art Gallery.

Campus

The university's 70-acre campus contains 19 buildings that house modern laboratory and library facilities, the latest computer equipment, an athletic complex and residential facilities.

The main campus includes administration and classroom facilities in Ellis C. Maxcy Hall (the main administration building), the Graduate School, the Jacob F. Buckman Hall of Engineering & Applied Science, Echlin Hall Computer Center, the Marvin K. Peterson Library, the Student Center, the Psychology Building, Robert B. Dodds Hall which houses the School of Business, the campus bookstore, residence halls and the Gatehouse, which contains the Evening Division and Cooperative Education offices.

The south campus includes Harugari Hall, which houses the School of Hotel, Restaurant & Tourism Administration, and the Student Services Building where students will find the Graduate Records and Registrar's office, the International Services office, Career Development and other departments. The university's athletic fields and gymnasium are located at the north campus site.

Admission

General Requirements

Admission requirements for the doctoral degree program in management systems are fully described on page 78.

Applicants to the University of New Haven Graduate School are required to have a bachelor's degree from an accredited institution. Certain programs have additional requirements for admission to specific curricula, details of which are included in the program listings in this catalog.

Admission decisions are based primarily on an applicant's undergraduate record. A prospective student who is currently

completing undergraduate study should submit an official transcript complete to the date of application. In most cases, an admission decision will be made on the basis of a partial transcript, contingent upon completion of the baccalaureate degree. Registration will not be permitted until a final, official transcript is submitted to the Graduate School admissions office.

In support of an application, students may submit their scores from the Graduate Record Examination (GRE), the Graduate Management Admission Test (GMAT) or the Miller Analogies Test. Students may be required to take one or more of these tests.

Procedure

An applicant for admission to the Graduate School must submit a formal application, two letters of recommendation, complete official transcripts of all previous college work and the non-refundable application fee. Application materials are located in the back of this catalog.

Students may be admitted for any term with the exception of doctoral students who are admitted for the fall term only. Should a student be unable to enter the Graduate School during the term for which admission is granted, the acceptance will remain open for one calendar year. After one year, a new application for admission may be required.

Admission Categories

Applicants and students in the Graduate School are assigned to one of four categories: fully matriculated, provisional, special or auditor.

Domestic students who wish to matriculate in a degree program, but who have not completed the application process and/or have not yet received a formal acceptance decision, may register as *in-process* students for one term while completing the application process.

A bachelor's degree is required for admission to all categories listed below.

Fully Matriculated

Students accepted for entrance into a regular degree program are fully matriculated students.

Provisional

An applicant whose undergraduate grade point average falls below the standard set for full matriculation, or whose undergraduate background otherwise indicates a need for additional coursework or a short period of academic supervision and review, may be accepted provisionally. Students accepted provisionally should seek advice from the appropriate coordinator or adviser during the provisional period.

Students must complete the requirements stipulated in the provisional acceptance at the beginning of the program of study. Upon completion of the provisional requirements, each student's record will be evaluated for admission as a fully matriculated candidate for the degree.

Special

Special student status is reserved for students who do not wish to matriculate in a program. Registration is limited to 12 credit hours of graduate work. Students who wish to continue graduate work must be accepted into a specific graduate program. Special students are responsible for meeting prerequisite requirements for the courses they wish to take.

Auditor

An auditor is allowed to attend class and is expected to participate in class discussions and complete the required assignments. An auditor receives no grade or credit toward any degree. While auditor status does not imply admission to any of the graduate degree programs, there is an official registration procedure and a notation of audit placed on the transcript. Both registered students and non-students are eligible to audit University of New Haven Graduate School courses.

Admission of International Students

Qualified international students are welcome in the Graduate School of the University of New Haven. To qualify, a prospective student must have completed sufficient undergraduate preparation in a degree program acceptable to the University of New Haven Graduate School. An applicant may be asked to provide substantiation of courses taken, grades received, and the academic reputation of the undergraduate school within the educational system of the country in which the school is located. All transcripts must be provided in English.

Because the review of applications from international students takes much more time than that required for citizens of the United States, it is important that international student applications and all supporting materials be received by the Graduate School prior to the deadline dates outlined in a separate international student information packet.

U.S. Immigration regulations require that a student holding a student visa maintain adequate progress. Adequate progress means full-time study, which is generally interpreted to mean taking at least three courses each term. Prospective international students should note that not all graduate programs are designed to permit full-time study. A complete listing of such programs is provided on page 19.

To apply for admission to the Graduate School and to be ready to begin study, prospective international students must complete all of the steps outlined in the following section.

Application Process

All applicants must submit the following application materials: a completed application form and the appropriate application fee, two letters of recommendation and official transcripts of all undergraduate and graduate work completed. In addition, applicants for certain programs may be required to complete a questionnaire or certain tests. For further information, see the descriptions of the specific programs elsewhere in this catalog.

English Proficiency. An international student must submit proof of English proficiency. This must consist of at least one of the following:

1. The Test of English as a Foreign Language (TOEFL) examination with a score of 500 or above. (Certain programs require a higher TOEFL score.)
2. Proof that undergraduate instruction and coursework has been done in English.
3. Special arrangements made through the Graduate Admissions Office and the ELS Language Center located in Bridgeport, Connecticut. A student may, if approval is given, take the Institutional TOEFL exam and other comprehensive tests at ELS in Bridgeport. The scores from these examinations may be accepted in lieu of the official TOEFL examination. A student whose examination score falls below acceptable standards (TOEFL, below 550 but above 500) or whose undergraduate work does not provide necessary preparation may be admitted to the university subject to the requirement of a course of

study in intensive work in English. This may consist of E 600 English Language Workshop (non-credit), a full-time ELS program in Bridgeport, or whatever is deemed necessary by the university to bring the student's English proficiency up to an acceptable standard for graduate study.

Financial Requirements. International students must provide either a signed original financial resource statement verifying sufficient funds for study and living expenses at the University of New Haven for 12 months together with a $100 non-refundable deposit or a current official scholarship letter prior to the issuance of a Form I-20 or IAP-66. *The University of New Haven does not offer need-based financial assistance to international students.*

Appropriate documents (IAP-66 for J-1 sponsored students or Form I-20 for F-1 visas) will be issued only after a student has submitted all required materials, has been accepted into a program of study, and has provided acceptable proof of English proficiency and financial status.

Graduate students studying under F-1 or J-1 visas are allowed 24 months to complete a degree program. All F-1 students must register for full-time study.

Initial Attendance at the University. Upon arrival, an international student accepted into the Graduate School must report to the International Services office in order to get clearance to register in the Graduate School.

At the time of registration, a student will be required to pay a one-time international student fee of $200 and the tuition and fees for one trimester.

Accepted students are invited to contact the director of housing for assistance in locating living accommodations.

All international students are covered by the university health insurance program. This coverage supplements the services provided by the campus Health Services Center.

The general requirements and academic policies which apply to citizens of the United States also apply to all international students, unless otherwise stated.

Registration

Registration deadlines are listed in the course schedules published for each term. Returning students and new students who have been admitted to programs will receive registration materials and can register by mail.

Domestic students who have not completed the application process and/or have not yet received a formal acceptance decision may register as *in-process* students. International students may not register as *in-process* students. In-process students will not receive registration materials in the mail but may register in person at the main campus or at an off-campus center. Proof that the in-process student has an undergraduate degree will be required at the time of registration, and, whenever possible, unofficial transcripts of previous course work should be provided to facilitate advisement. In-process status remains in effect for a maximum of one term. In-process students may register for no more than six credits without the approval of the director of graduate admissions or the coordinator of the program for which they are applying.

It is the responsibility of in-process students to see to it that all materials in support of their applications are received by the Graduate School in time for a matriculation decision before the next term. In-process students will not be permitted to register for a second term until a matriculation decision has been made. Acceptance as an in-process student does not guarantee admission to the Graduate School.

Any student who fails to register for three consecutive terms will no longer receive registration materials. It will be the responsibility of the student to notify the Graduate Records office of his or her desire to continue graduate study. Files for students who revert to an inactive status will be retained for two years. At the end of that period, only a permanent record of credits earned is maintained.

Students may not add a course after the first meeting of the class unless written permission of the instructor is received. A student may not withdraw from a course any time after the seventh scheduled class meeting without permission of the instructor. Course additions or withdrawals may be handled in person or by mail.

The university reserves the right to change class schedules or instructors at any time. It further reserves the right to cancel any course, and, in such cases, will refund full tuition to the students.

Students with an outstanding balance will not be permitted to register. Current students who register after the registration deadline will be assessed a late registration fee.

Academic Policies

Academic Honesty and Ethics

The policies of the University of New Haven require commitment to academic honesty and ethics. Violation of university standards for academic honesty (including plagiarism), whether in fact or in spirit, will usually be handled by the faculty member involved. However, if sufficient reason is found, violation may be grounds for dismissal from the Graduate School.

Students are expected to complete all course requirements on their own initiative, with no collaboration unless specifically authorized by the instructor. In addition, use of the work, ideas or knowledge of another person, publisher, company, government or organization must be properly identified by reference or footnote in all materials submitted by the student.

Students wishing to appeal the decision of a faculty member regarding academic honesty and ethics should contact the office of the dean of the Graduate School.

Attendance

It is the responsibility of the student to meet all classes and to take all examinations as scheduled. Faculty have the right to require a standard of attendance, even if it conflicts with professional and job-related responsibilites of students. Students whose jobs require that they be absent from class must realize that it is their responsibility to determine whether such absence is permitted by the faculty member involved and to meet the professor's requirements for making up work missed if the professor allows missed time to be made up.

Make-up Policy

Make-up examinations are a privilege extended to students at the discretion of the instructor, who may grant permission for make-up examinations to those students who miss an exam as a result of a medical problem, personal emergency or previously announced absence. On the other hand, instructors may choose to adopt a "no make-up" policy.

A make-up test fee may be assessed when a student is permitted to make up an announced test during the term or to take an end-of-term exam at a time other than the scheduled time. In either case, the make-up examination fee will be paid by the student at the business office.

Academic Standards

Grading System

The Graduate School uses the following grading system:

A+	= 4.3 quality points	Superior performance
A	= 4.0 quality points	
A−	= 3.7 quality points	
B+	= 3.3 quality points	Good performance
B	= 3.0 quality points	
B−	= 2.7 quality points	
C+	= 2.3 quality points	Passing performance
C	= 2.0 quality points	
C−	= 1.7 quality points	
F	= Zero quality points	Failure
P	= Zero quality points	Pass; carries credit hours toward the degree
S	= Zero quality points	Satisfactory performance in a non-credit course
U	= Zero quality points	Unsatisfactory performance in a non-credit course
W	= Zero quality points	Withdrawal from a course
I	= Zero quality points	Incomplete; given on rare occasions. Under usual circumstances a grade of I (Incomplete) should be completed within 3 months, but under unusual circumstances may be extended up to a maximum period of 1 year with the permission of the instructor. A grade of I that is not changed within 1 year automatically reverts to a W.
T	= Zero quality points	Used for thesis/research project students who have not completed work during the term in which they originally registered for the course. Students must complete their work within the maximum allowable time for graduate work.

Some employers require that a letter grade (A, B, C or F) be awarded if a student is to receive tuition reimbursement. It is the student's responsibility to inform the faculty member of the need for a letter grade.

The grading system displayed on the preceding page, with plus and minus designations allowed, is effective beginning with the fall trimester 1987. Prior to that date, including the summer term 1987, plus and minus grades were not used.

Grade Reports

Reports of the final grade in each subject will be mailed to the student from the Graduate Records office soon after the close of each term, providing all financial obligations have been met.

Quality Point Ratio

The academic standing of each student is determined on the basis of the quality point ratio (QPR) earned each term. Each letter grade is assigned a quality point value. These quality point values are shown in the preceding section describing the grading system.

The quality point ratio is obtained by multiplying the quality point value of each grade received by the number of credit hours assigned to each course as listed in the catalog, then dividing the total quality points earned by the total credit hours attempted in courses for which a grade of A, B, C or F is awarded.

A cumulative quality point ratio is obtained by calculating the quality point ratio for all courses taken at the University of New Haven which are a part of the degree program.

Academic Probation

Any graduate student whose cumulative quality point ratio (QPR) is below 3.0 (a "B" average) will be considered to be on academic probation and may be required to obtain permission from the program coordinator before registering for additional course work. A student whose cumulative QPR is below 2.7 after completion of 24 credits will be required to withdraw from the Graduate School.

Appeals concerning required withdrawal from the Graduate School under these circumstances should be directed to the dean of the Graduate School.

Repetition of Work

A student may repeat a course. The grade received in the second attempt would supersede the original grade in the computation of the quality point ratio (QPR) if the second grade is higher. Both grades remain on the transcript. The course may be used only once for credit toward the requirements for completion of the degree program.

Awarding of Degrees

The University of New Haven awards degrees twice a year, at commencements in January and in June. A cumulative quality point ratio of 3.0 is required for graduation from the Graduate School. Students completing their degree requirements for a degree at the end of the fall term will receive their degrees in January. Students completing their degree requirements at the end of the winter term will receive their degrees at the June commencement. Students completing the requirements for their degrees at the end of the spring term or the summer session will receive their degrees the following January.

Students completing the requirements for their degrees in July or August will receive formal statements that they have completed all degree requirements and will be awarded their diplomas in January.

Candidates for January commencement must file a petition with the Graduate Records office no later than October 15, and for June commencement no later than March 1. Forms for this purpose are available in the Graduate School office and in the Office of the Graduate Registrar. Payment of the graduation fee must accompany the petition.

Should a candidate not complete all the requirements for graduation before the deadline after having filed the petition to graduate and paid the fee, the student will have to petition again at a later date. At that time, only the refiling fee will be charged.

All financial obligations to the university must be met prior to graduation.

Time Limit for Completion of Degree

A student must complete all the requirements for the degree within five years of the date of the completion of the first course in the program. Any extension of the time limit for completion of the degree can be granted only by the dean of the Graduate School after consultation with the appropriate program coordinator.

Residency Requirements

Degree programs have a 30-graduate-credit residency requirement, with the exception of the M.B.A./M.S.I.E. and M.B.A./M.P.A. dual degree programs which have a 60-graduate-credit residency requirement. Credits toward the residency requirement may be earned at the main campus or at the off-campus centers. Students should plan on taking several courses on the main campus. Credits applied toward the residency requirement for one graduate degree may not be counted toward the residency requirement for another graduate degree.

Full-Time Study

A full-time graduate course of study is defined as three courses per term. Required non-credit courses (A 600, E 600, EC 600, QA 600) count toward full-time study. Under certain circumstances the department chairman, the program coordinator and the Graduate School administration may approve a reduction in credits.

A student who wishes to enroll for more than four courses in a given trimester must secure the permission of the program coordinator.

Full-time enrollment is possible in the following programs: accounting, business administration, community psychology, computer and information science, criminal justice, dietetics administration, environmental engineering, environmental science, forensic science, hotel and restaurant management, industrial engineering, industrial/organizational psychology, industrial relations, occupational safety and health management, operations research, public administration, taxation, tourism and travel administration, and the business administration/industrial engineering and business administration/public administration dual degrees. Each of the above may also be pursued on a part-time basis.

The following programs have more limited schedule offerings and generally are pursued on a part-time basis (one or two course offerings per term): electrical engineering, humanities and mechanical engineering. International students may not matriculate into a part-time program.

Transfer Credit

Transfer credit may be given for graduate courses taken at other accredited institutions prior to matriculation at the University of New Haven, subject to the following conditions:

a. the courses were at the graduate level;
b. each grade was **B** or better; and
c. the courses did not fulfill requirements for any other degree already earned by the student.

Graduate students currently matriculated at the university must secure written approval before taking courses at another institution if they plan to transfer that credit into their UNH program. Course coordination forms are available in the Graduate School office for this purpose.

Waiver of Courses

Some programs permit waivers of core courses on the basis of undergraduate courses taken at accredited institutions. Waivers of elective courses are not permitted, nor are waivers based upon experience. In such cases, substitution of a more advanced course may be allowed.

For a course to be waived, a student must first secure the written approval of the program coordinator, the department chairman or a faculty member acting for the chairman in the department in which the waiver is requested.

Under certain circumstances, a student who has independent knowledge of a specific course may be given permission to take a crediting examination in lieu of taking the course. This permission to take a crediting examination must be granted by the student's department chairman or program coordinator, the chairman of the department offering the course and the dean of the Graduate School. Additional information and application forms are available from the Graduate School office.

Prerequisites

Students are expected to meet the prerequisite requirements for each course taken. Exceptions must be approved by the course instructor and the student's adviser or program coordinator. *Credit may be denied to a student who takes a course without the proper prerequisites.*

Dropping/Adding a Class

A student who wishes to make a change in class schedule must complete a "drop card" or an "add card" or both. These are available from the Graduate Registrar's office. A fee will be charged for dropping a course after the announced deadline.

Research Projects and Independent Study

Some departments and academic programs require the completion of research projects or independent study rather than theses. In these cases, as with theses, students must have the written approval of their advisers and department chairmen prior to enrolling. This is accomplished by completing the appropriate form (*Proposal for Research Projects or Independent Study)* and securing required approvals.

Students preparing a research project or independent study should follow the guidelines presented in the *Thesis Manual: A Guide for the Preparation of Graduate Theses, Research Projects and Dissertations*, copies of which are available in the Graduate School office.

A student may not register for more than two independent study courses within a degree program. An independent study proposal must be approved by the student's adviser or program coordinator as well as the coordinator or chairman of the department offering the course.

Thesis

A number of preliminary steps are required before registration for thesis will be accepted by the graduate registrar. The student completes the *Proposal for Thesis* form (available at the Graduate School office), in which the proposed subject, the methodology and the hypothesis are described. The student secures the approval signature of a faculty member who will serve as adviser. The student also must secure the approval of the proposed thesis and the thesis adviser from the department chairman and/or program coordinator and the dean of the Graduate School. Only after the graduate registrar has received the signed proposal form will the student be permitted to register for thesis.

A thesis will carry no fewer than six academic credits taken over no fewer than two academic terms. A preliminary draft must be presented to the adviser at least 45 days prior to commencement. Upon approval by the adviser and program coordinator, two final, unbound copies are presented to the Graduate School at least three weeks before commencement. A thesis must be defended before a student thesis committee and the dean of the Graduate School. After the dean of the Graduate School approves the thesis, credit is awarded and the thesis is deposited in the university library for binding and becomes part of the permanent collection. Additional copies may be required by the adviser, the department chairman or the program coordinator.

For guidance in the preparation of theses, graduate students should consult the *Thesis Manual: A Guide for the Preparation of Graduate Theses, Research Projects and Dissertations*, copies of which are available in the Graduate School office. Questions not resolved by the instructions should be settled in consultation with the adviser and by reference to a standard style manual. The Graduate School participates in the University Microfilm Masters Program, and outstanding theses will be awarded this recognition upon the recommendation of the adviser, the program coordinator, or both.

Information concerning the doctoral dissertation may be found on page 81.

Academic Counseling

It is the student's responsibility to select courses in accordance with prerequisites, the adviser's recommendations, the departmental plan of study (if required) and the requirements for the degree.

Students needing further explanation about program requirements or course sequencing should request academic advisement. Appointments for academic counseling should be scheduled through department chairmen or program coordinators. Off-campus advisement sessions are held prior to each trimester.

A student is not required to file a formal plan of study with the Graduate School. It is the student's responsibility to meet the stated requirements for the degree.

Grievance Procedure

A formal policy for the handling of student grievances is available in the Graduate School office.

Tuition and Fees

The following are the University of New Haven tuition, fees and charges which will be effective for the fall 1987 term. The university reserves the right, at any time, to make whatever changes may be deemed necessary in admission requirements, fees, charges, tuition, regulations and academic programs prior to the start of any class, semester, term or session.

Master's Tuition*

Tuition, per credit hour	$ 200
Executive MBA program	13,000
Non-credit course fee, per course	380
Auditor, per course	600
E 600, English Language Workshop	600

Master's Non-refundable Fees

Application Fee	$ 20
Auditor application fee	20
New international student fee (one-time fee)	200
Continuing registration fee	25
Graduate Student Council fee, per term	5
Graduation petition fee	35
Late filing fee, after March 1 (June), Oct. 15 (January)	25
Graduation refiling fee	15
Laboratory fee	60
Late payment fee (after scheduled due date)**	25
Late registration fee, current students	15
Registration fee, per term	5
Senior professional certificate/professional certificate fee (payable upon completion of program)	15
Transcript fee, first copy	free
Additional copies	4
Fee for dropping a course	5
Make-up examination fee	7–10
Crediting examination	150

Sc.D. Program Tuition & Fees (1987-1988)

Application fee (non-refundable)	$ 50
Tuition, per 700-level course	1,170
Registration fee, per trimester	5
Graduate Student Council fee, per trimester	5
Competency examination (where applicable)	150
Qualifying examination	150

Additional fees for specialized research, dissertation preparation and continuing registration may be assessed as conditions require.

*Tuition will be higher for 1988–89.

**A late fee plus 1½% per month penalty will be assessed on oustanding balances.

Payment

Tuition for graduate courses is due at registration. However, the university permits graduate students to pay tuition on an installment basis, paying one half with the registration form and the balance before the end of the first week of the term. All students who have not completed tuition payments by the end of the first week of the term will be assessed the late payment fee.

Students are responsible for payment of tuition to the university, even though they may be eligible for their employers' tuition reimbursement plans. Students are responsible for making their own arrangements with their employers for reimbursement.

The university withholds the giving of grades, the awarding of diplomas, the issuance of transcripts and the granting of honorable dismissal to any student whose account is in arrears.

The university accepts MasterCard and VISA for payment of tuition.

Withdrawal

A student may withdraw from a course up through the seventh week of the trimester without a notation on the transcript. A withdrawal after the seventh week means a "W" is recorded on the student's transcript.

To be eligible for a cancellation or refund of tuition charges, students must formally notify the registrar of their intention to withdraw by completing the university withdrawal form and submitting it to the registrar by mail or in person. The date of the postmark on the mailed withdrawal forms, or the date of submission on those brought in person determines the amount of the refund, if any, due the student.

Refunds

The refund policy for graduate students who withdraw from any course or from any program is as follows: 80 percent cancellation of tuition upon formal withdrawal prior to the second regularly scheduled class meeting, 60 percent cancellation of tuition upon formal withdrawal prior to the third regularly scheduled class meeting, 40 percent cancellation of tuition upon formal withdrawal prior to the fourth regularly scheduled class meeting, 20 percent cancellation of tuition upon formal withdrawal prior to the fifth regularly scheduled class meeting. No cancellation will be made after the fifth regularly scheduled class meeting. Any resulting credit balance will be refunded upon request.

Financial Assistance

The University of New Haven offers a comprehensive program of financial assistance to qualified students including assistantships, fellowships, need-based grants-in-aid, campus employment opportunities and student loans. Application procedures for financial assistance are detailed below.

Need-based financial aid programs are available only to U.S. citizens or nationals. Merit-based programs are open to all matriculated students.

Need-Based Programs (U.S. citizens or nationals only)

- **University of New Haven Graduate Grants-in-Aid**—Grant assistance is available from university resources for students demonstrating exceptional need.

- **College Work-Study**—Employment opportunities are available for qualified students in university academic and administrative offices. Students must be enrolled for a minimum of two courses per trimester to qualify.

- **Guaranteed Student Loans (GSL)**—Guaranteed Student Loans may be obtained by qualified students enrolled for at least two courses per trimester. Eligible students may borrow up to $7,500 per academic year with interest charges and repayment beginning six months after the borrower leaves school. Students can obtain an application for a GSL from any bank. The application form must be submitted to the Financial Aid Office along with a completed Guaranteed Student Loan Information Pamphlet (available in the Financial Aid office). In addition, loan applicants must submit a full financial aid application.

Merit-Based Programs (Open to all matriculated students)

- **Assistantships**—Assistantships are competitive appointments. Full-time graduate assistants work 20 hours per week and receive an hourly compensation as well as partial tuition support. Part-time graduate assistants work between 5 and 10 hours per week and receive an hourly compensation but no tuition support. Applications for assistantships are made in late spring for the following year. Applications and further information are available from the Graduate School. Appointments are made for the academic year, starting in September.

- **Fellowships**—Fellowships are competitive awards made to returning students on the basis of outstanding academic achievement. Recommendations for fellowships are solicited annually. Nominations are sought from the faculty. Students may nominate themselves by writing to the dean of the Graduate School. Awards are made for the academic year, starting in September.

Application Process

The following financial aid application materials must be submitted for consideration for financial assistance.

Students applying for *need-based* assistance must submit *all* documents listed below by the stated deadlines. *International students* and *fellowship recipients* are required to submit only a Graduate Financial Aid Status Form. *Assistantship recipients* are required to submit the Graduate Financial Aid Status Form and the GAPSFAS Form.

- **Graduate Financial Aid Status Form**—Available in the Financial Aid office, this form must be completed and submitted to the Financial Aid office by all students applying for any type of financial assistance.
- **Graduate and Professional School Financial Aid Service (GAPSFAS) Form**—Available in the Financial Aid office and the Graduate Admissions office, the GAPSFAS Form must be filed by all students applying for need-based aid, which includes Guaranteed Student Loans (GSL). Assistantship recipients are also required to file the GAPSFAS Form.

  To be considered for need-based assistance, students must submit the GAPSFAS Form to the GAPSFAS Processing Center in

Princeton, New Jersey, by June 1 for the fall trimester, by October 15 for the winter trimester and by January 15 for the spring trimester. Students applying for a GSL must submit the GAPSFAS Form to Princeton at least one month prior to the date in which the loan credit is to be needed. For example, students intending to apply for a GSL for the fall trimester must file the GAPSFAS by August 1 to ensure that the loan application can be processed by the beginning of the trimester.

- **Tax Documentation**—Students are required to submit a complete, signed copy of their federal income tax return (Form 1040) from the most recent tax year preceding the fall trimester. If married, the applicant must also submit a copy of the spouse's Form 1040; if filing as a dependent student, the applicant must submit a copy (or copies) of the parents' tax return as well. If the student, spouse and/or parents did not and will not file a tax return, a Non-Tax Filer Form must be submitted in lieu of the tax return. The Non-Tax Filer Form is available in the Financial Aid office.
- **Financial Aid Transcripts**—A Financial Aid Transcript Form must be submitted for each college the student has attended previously, regardless of whether the student received financial aid while attending those institutions. The forms are available in the Financial Aid office.

Cooperative Education

Cooperative education programs at the University of New Haven provide an opportunity for students to combine or alternate periods of career-oriented, paid, full-time work assignment with their academic programs.

Co-op work assignments are available on a limited but highly individualized basis for graduate students. Enrollment in the co-op program includes the opportunity to participate in co-op activities such as resume-writing and interview skills workshops.

Co-op employers include large corporations, small businesses, government agencies and non-profit organizations. Most are in Connecticut and adjacent states, but co-op staff members can work with out-of-state students who would like to develop work assignments at home.

Graduate students may take advantage of the co-op program as soon as they enroll at the university; however, work assignments will not be made until the student has completed nine credit hours of graduate study. Additional information is available from the Cooperative Education office.

STUDENT SERVICES

Alumni Office

Membership in the UNH Alumni Association is acquired automatically upon graduation. There are currently more than 19,000 members.

Alumni are entitled to certain privileges including use of the library and athletic facilities, services of the Career Development office and special alumni course auditing rates. ID cards issued to new graduates soon after graduation entitle alumni to these and other offerings.

Insight, containing news of campus and alumni happenings, is mailed five times a year. Homecoming, an annual scholarship ball, estate planning seminars and other educational and social events offer opportunities for continued contact with UNH and fellow alumni. Charter travel, life insurance and major medical coverage programs are also available.

Alumni board members govern the association with the assistance of a council of additional alumni volunteers. The board and council serve as an advisory group to the university, working to strengthen bonds by promoting communication between all alumni and the UNH community.

A newly formed student alumni group provides an additional link between students and alumni. This group's efforts will help increase student awareness of the valuable role of alumni in their lives.

Athletics

Graduate students are encouraged to make use of the North Campus athletic complex. Facilities include two basketball courts, racquetball court, weight room with universal gym, a multipurpose exercise room, fully equipped training room, six tennis courts, two softball fields, baseball diamond and combination football-soccer-lacrosse field.

Graduate students are eligible to take part in the intramural competitions in touch football, badminton, bowling, three- and five-player basketball, racquetball, softball, tennis, floor hockey and volleyball.

Campus Store

The Campus Store provides all necessary texts, new and used, that are required for courses at the university. It also carries related supplies, greeting cards, imprinted clothing, gifts, candy and a selection of paperbacks, newspapers and periodicals. The Campus Store handles orders for class rings and provides film processing service for the campus community. Used text books may be sold back to the store throughout the year.

Special arrangements are made for students taking courses at off-campus locations to purchase required books at or near off-campus centers.

Career Development and Off-Campus Employment Office

The Career Development office offers individual and group career counseling; special workshops on resume preparation, interviewing skills and job research techniques; as well as professional career testing services. A large on-campus employment interviewing program is available to graduating students, beginning in October and extending

through April every year. The office also has job listings for more than 2,000 positions at any given time.

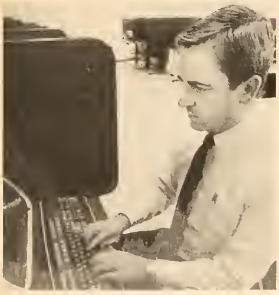
Career Development also assists students with questions regarding alternative career paths and maintains an extensive research library of career information, vocational resources, brochures and annual reports of employers.

Students at all stages of their education as well as alumni are urged to make use of the office's resources in formulating career plans.

The Career Development office produces the career development section for the alumni newsletter, *Insight*, has a regular career section and calendar in *The Charger Bulletin* and circulates a monthly job recruiting newsletter. These publications appear during the first week of every month during the academic year and are also included with the alumni news. Information on career development events, workshops, seminars, recruitment visits, employment outlook for graduates, job listings and job search hints are included.

A recruitment schedule will be mailed to any member of the university community who wishes to receive it and who provides the office with a supply of stamped, self-addressed envelopes for the number of months desired.

Computer Center



The computer center provides a state-of-the-art facility to both the academic and administrative functions at the university. It maintains three independent processing units, each accessible from any given terminal via a network processor.

Data General MV8000 is used for administrative work; it has a 32-bit processor, 8 megabytes of main memory and a virtual address range of 4 gigabytes with peripheral storage capacity of 1300 megabytes. The operating system is AOS/VS with multiprogramming/multitasking capability, can handle up to 255 concurrent processes and is rated at 1.1 million instructions per second. Currently, there are 32 VDT ports, a 600 lpm printer and several letter-quality printers for word processing users.

Another Data General MV8000 is dedicated to academic support. It has 10 megabytes of main memory, 1400 megabytes of peripheral storage, 72 VDT ports, a 600 lpm printer and several dot-matrix printers; it also has the same operating system, attributes and characteristics as the administrative system.

Over 80 terminals are spread throughout four clusters on campus, the largest accumulation of which is located in Echlin Hall; there is also a cluster located in Groton to support the Southeastern Connecticut campus activities and microcomputers are available to students at the Danbury facility. In addition, users will find four Tektronix 4105 raster graphics terminals, plotter and printer on the system.

Software includes Fortran 77, COBOL, APL, BASIC, PL/1, Pascal, RPG, UNIX, C, DBMS, Lisp, Word Processing and Spreadsheet, plus a graphics charting package. Also SPSS, IMSL, a finite element analysis package, discrete and continuous simulation packages, GKS, IGL, STRESS (civil eng.) SPICE (electrical eng.), MULTINATIONAL and COMPETE (management simulation).

A Data General S140, also academic, is the driver for a MEGATEK vector refresh graphics unit with a 4096 × 4096 screen. The MEGATEK supports keyboard entry, joy-stick, light-pen and tablet input and has 3-D rotation/translation capabilities "hard-wired." The S140 is a 16-bit processor, has a ½ megabyte main memory, five ports, 24 megabyte

hard-disc and an 8-inch floppy disc drive. The operating system is AOS and communicates with the MV8000s through Data General's network support system XODIAC. Users can do development work on the MV8000 taking advantage of the 32-bit processor and packages and "ship" the final product to the S140 for display on the MEGATEK.

In addition to the resources of the university's computer center and microcomputer lab, students enrolled in computer science courses may use the computing facilities of the School of Engineering's Center for Computer-Aided Engineering (PRIME 9955 system with NEC APC-IV AT-compatible microcomputers), as well as the Engineering Education microcomputer laboratory and the Computer Science and Engineering microcomputer laboratory (AT&T UNIX PC 7300 workstations clustered with 3B2 processors).

Counseling Center

The Counseling Center offers assistance and counseling to students for academic, vocational, personal and marital/relationship problems.

The Counseling Center also offers testing, including academic placement, vocational interest, and personality testing. A controlled testing center for the administration of the Miller Analogies Test (MAT) and for the reporting of scores to graduate schools is maintained by the Counseling Center.

For students who do not know where to go for help with a problem, the Counseling Center serves as a resource for information and direction.

Development Office

The development staff works with the president of the university, the board of governors, faculty and staff to secure both short- and long-term funding for enhancement of the university's programs and facilities. Funds are sought for student financial aid, faculty development, equipment, library resources and other institutional opportunities for growth over and above what can be achieved from regular and anticipated university income.

National and local foundations, parents, students, alumni and friends support these efforts and contribute to the excellence of the university. Students play an active role, participating in fund raising events and soliciting for the annual alumni fund.

Disabled Student Services

The Disabled Student Services coordinator handles all referrals regarding physically handicapped and learning disabled students. The coordinator provides guidance, assistance and information for students with disabilities and oversees the university's compliance with Section 504 of the H.E.W. Rehabilitation Act of 1973 and other governmental regulations.

All referrals and inquiries concerning any matters relating to disabled students, accessible facilities and/or reasonable accommodations should be directed to the Disabled Student Services office.

Food Services

The Student Center building houses a cafeteria which serves a variety of hot entrees, sandwiches, beverages and a la carte items. The Charger Cafe, located on the main floor of the Student Center, is a snack bar offering sandwiches and beverages during the evening hours.

Several meal plan options are available for graduate students living on or near campus. Arrangements for meal plans may be made at the Food Services office in the Student Center.

Graduate Student Council

The Graduate Student Council of the University of New Haven was founded in 1976. Since that time it has expanded its horizons through diverse programming and as a result of the increased enrollment of graduate students.

The Graduate Student Council is a student organization funded by the fee paid by all graduate students each trimester. Thus, all graduate students enrolled at UNH are automatically members and share in the activities of the council.

The purpose of the Graduate Student Council is to promote the welfare of the student body of the Graduate School, to give counsel and encouragement to all students in the Graduate School, to encourage the active participation of all graduate students in determination of their academic environment, to develop and encourage a school spirit among the graduate student body through social and other activities and to convey student opinion to the university administration.

The council serves as a cultural, social and educational organization through a variety of activities including annual symposiums and seminars, wine and cheese/coffee and donut informal gatherings and the biannual receptions for graduating students. The council also donates funds for graduate fellowships, gives a class gift to the university each year and provides other supportive services.

Students enrolled in the doctoral program participate in and sponsor special events in addition to the activities described above.

Health Services

The university's Health Services Center, located on the main campus, is open to all students without charge. The center is staffed with registered nurses and a part-time internist. Services available include first aid and examinations for injury and disease. The center also is a resource for information about medical questions and other medical facilities in the community.

Housing/ Residential Life

The Office of Residential Life has information on the availability of on-campus housing and provides a limited file of off-campus accommodations including apartments, houses and private rooms. One campus apartment building has a number of apartments designated for graduate students. This building is open year-round. Space is limited so application for on-campus housing should be made as early as possible.

Institute of Computer Studies

The University of New Haven Institute of Computer Studies (ICS) is an academic organization merging people, ideas and resources to promote, enhance and support computer-related programs and activities at UNH. The institute complements and assists academic departments and other computing units at the university in promoting and developing innovative responses to emerging computing requirements. The institute also serves as a focal point for joining business and industry with the diverse education-related services, both credit and non-credit, of the university.

The University of New Haven has fostered the multifaceted development of computer science and computer-related courses in its schools. An increasing number of faculty and students are utilizing some aspect of computing. The institute was created from the

recognition of this growing, multidisciplinary diversity of computer needs and applications in the university community to provide information and coordination in the development of these activities. The specific responsibilities which encompass the activities of the institute are to:

- provide coordination for the university's many computer-related activities and insure long-range planning of computer resources;
- provide and administer certain computer-related facilities and services, including a microcomputer lab;
- assist industrial firms in assessing and satisfying their computer training requirements through the university's several divisions;
- assist departments in offering non-credit courses in computer-related areas;
- assist departments when appropriate in their development of new programs and courses;
- assist in directing students to computer-related programs appropriate to their needs;
- disseminate information concerning academic computing activities;
- serve as institutional liaison for certain computer-related projects and associations;
- promote technological and applications research.

International Student Services

Each year the University of New Haven admits students from many nations. These students, representing more than seventy different nations, bring an international and intercultural dimension to the UNH campus.

The International Services office provides for the special needs and concerns of all international students. The office staff assists students with government regulations, provides information on travel in the United States and advises students on academic, social and cultural adjustment. The office also provides a liaison between the student and the university community.

A wide range of programs has been developed including publication of an international newsletter, special orientation events, international banquets and information seminars.

Library

The Marvin K. Peterson Library, named in honor of the former president of the university, was opened in 1974. Adjoining Maxcy Hall, it includes special collection rooms, a music room, archives and spacious reading and reference areas. Study is made convenient by modern research facilities and equipment including microreading stations and microform reader-printers, as well as computer terminals.

The library has a capacity of more than 300,000 volumes, 115,000 U.S. government documents, approximately 10,000 record albums, numerous corporate annual reports, pamphlet files and microfilm. The library subscribes to 1,400 periodicals, and extensive back issue files are maintained.

The library's resources can support comprehensive research for all graduate programs offered by the university. Access via OCLC provides nationwide catalog information and interlibrary loan search. The NELINET system gives access to library resources throughout New England. The DIALOGUE data base system is also available.

Public libraries in New Haven and West Haven are accessible to UNH students (non-residents must pay a nominal fee). Students in the Groton-New London area have access to a substantial UNH collection

housed in the Groton Public Library which also has a terminal for OCLC and DIALOGUE researches. Students in the Waterbury-Middletown area have access to UNH collections at Post College and Wesleyan University. Borrowing privileges are available at Post, and an OCLC system interface is expected to be on-line early in 1988. Doctoral students are provided access to the Yale Library system, one of the nation's finest. All graduate students are expected to utilize the university's extensive collection in West Haven for research and thesis purposes.

Minority Student Affairs

The director of the Office of Minority Student Affairs represents the needs and interests of minority students at the University of New Haven. The staff works closely with minority students to ease the transition into the academic environment while enabling the student to maintain cultural pride and heritage. Social and cultural activities which are of special interest to minority students are also promoted.

Publications

Student publications include *The Charger Bulletin*, the university student newspaper; *The Chariot*, the annual yearbook; and *The Noiseless Spider*, a literary publication. Students may volunteer their services on any of the student publications.

The university also publishes the *American Business Review* and *Essays in Arts and Sciences*, two noted scholarly journals.

Veterans' Affairs

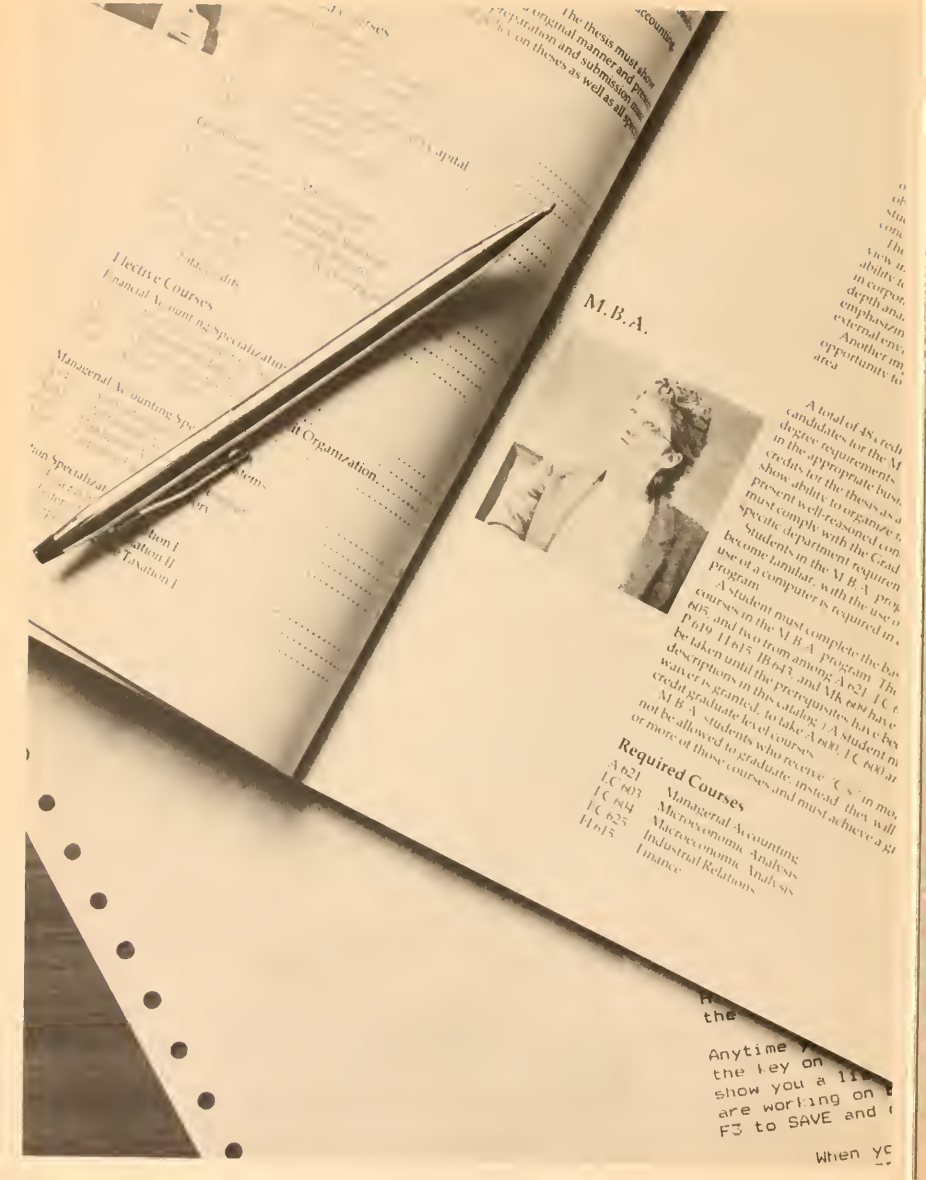
The university maintains an Office of Veterans' Affairs with a full-time administrator. Liaison with state and local veterans' organizations is maintained on a regular basis. The campus veterans' office administers support services for veterans attending the university.

Similar advisory support exists for handicapped students.

WNHU Radio

WNHU, the university's student-operated FM stereo broadcast facility, operates throughout the year on a frequency of 88.7 MHz at a power of 1,700 watts. This extracurricular activity, open to all undergraduate and graduate students, serves southern Connecticut and eastern Long Island with music, news and community affairs programming. The WNHU broadcast day consists of locally produced shows as well as various programs provided by several public networks.

Most WNHU activities in programming, business and engineering operations are performed by students in the university's day, evening and graduate divisions. The station personnel will train all qualified students in their respective areas of interest.


M.B.A.
Required Courses
A621 Managerial Accounting
IC 603 Managerial Economic Analysis
IC 604 Microeconomic Analysis
IC 625 Macroeconomic Analysis
H 615 Industrial Relations
Finance
Anytime
the key on
show you a
are working on
F3 to SAVE and
When

ACADEMIC PROGRAMS

Accounting

Coordinator: Michael J. Rolleri, Assistant Professor of Accounting, M.B.A., University of Connecticut, C.P.A.

The overall objective of the master of science in accounting program is to provide a framework for accounting inquiry, devised in structure and content from the entire scope and process of accounting-information-based economic decision making. The existence of such a framework is intended to provide graduate accountants and professional practitioners an opportunity to share in the development and assessment of issues of accounting interest within a decision-making context. Accordingly, the M.S. program is structured to receive its objective and direction from the overall objective of accounting—providing information useful to the process of economic decision making.

To accomplish this objective, the M.S. program offers a structure of studies designed to provide:

- an examination of the foundations of economic decision making (foundation courses, 18 credits);
- an analysis of the role and usefulness of accounting information for economic decision making (core courses, 18 credits); and
- an opportunity for further selected specialization from the generally recognized branches or divisions of accounting inquiry (electives, 6 credits).

Each student, upon entering the program, will be assigned a faculty adviser who will assist the student throughout the program of study, particularly with the selection of suitable electives. The assigned faculty adviser will also act as, or assist in the selection of, the student's thesis adviser.

Admission Policy

Admission to the program is open to persons holding an undergraduate degree from an accredited institution, preferably, but not exclusively, in accounting or in business administration with a major in accounting. Persons holding other than the above degrees will be required to take a number of selected undergraduate courses. Admission is based primarily on an applicant's undergraduate record; however, the promise of academic success is the essential factor for admission. In support of their applications, persons may submit their scores from the Graduate Management Admissions Test (GMAT). An applicant may be required to take this test.

continued

M.S., Accounting

A total of 42 credits on the graduate level is required for the master of science in accounting. In addition, selected undergraduate courses in accounting may be required of students not holding an undergraduate degree in accounting. Individual programs of study are determined after a conference with the coordinator.

Students are advised to consult the coordinator as soon as possible after matriculating in the program.

See page 93 for the senior professional certificate in accounting.

Thesis

All students are required to write a thesis. The thesis must show ability to organize material in a clear and original manner and present well-reasoned conclusions. Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

Required Courses

Foundation Courses

EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis	3
FI 615	Finance	3
FI 651	Portfolio Management and Capital Market Analysis	3
MG 637	Management	3
QA 604	Probability and Statistics	3

Core Courses

A 616	Taxation for Management	3
A 621	Managerial Accounting *or*	
A 661	Managerial Accounting Seminar	3
A 650	Advanced Accounting Theory	3
A 654	Financial Statements: Reporting and Analysis	3
A 698-9	Thesis I & II	6
	Electives	6
	Total credits	**42**

Elective Courses (Select any two courses from a concentration.)

Financial Accounting Specialization

A 651	Financial Accounting Seminar	3
A 652	Advanced Auditing	3
A 653	Accounting for the Not-for-Profit Organization	3
FI 649	Security Analysis	3

Managerial Accounting Specialization

A 641	Accounting Information Systems	3
A 642	Operational Auditing	3
A 661	Managerial Accounting Seminar	3
FI 645	Corporate Financial Theory	3

Taxation Specialization

A 601	Individual Income Taxation	3
A 602	Sales and Exchanges of Property	3
A 604	Corporate Income Taxation I	3

Business Administration

Coordinator: William R. Bockley, Associate Professor of Management, Ph.D., Boston College

The purpose of the M.B.A. program is to educate men and women at the graduate level for careers in business administration as well as other areas requiring a sound grasp of business principles. Vital to this objective is the development of a management perspective enabling students to see the totality of management rather than the narrow concerns of the specialist.

The program has been designed to develop a professional point of view in managing an organization. It further develops the student's ability to utilize the newest analytic and quantitative techniques used in corporate decision making. The student is also exposed to an in-depth analysis of various theories of business and managerial behavior, emphasizing the business organization in relation to its internal and external environments.

Another important aspect of the program is to afford the student an opportunity to develop special skills by concentrating in a given study area.

M.B.A.

A total of 48 credits, with or without a thesis, is required of candidates for the M.B.A. The curriculum consists of 11 required core courses and five elective courses. The total credits required may be reduced by waiver of *required* courses based on the student's undergraduate record or by transfer of credits from other accredited graduate programs. However, students must complete at least 30 graduate credits at the University of New Haven to be awarded the degree.

Completion of the elective portion of the program may be accomplished by selecting courses from a variety of areas, at least two of which must be from departments within the School of Business. Another option provides the opportunity for the student to develop special skills by concentrating the elective portion of the program in a specific area of study. The concentration options are described in the pages immediately following this section.

Candidates for the M.B.A. may choose to write a thesis as part of the elective portion of the program. Students electing to write a thesis must register for a minimum of six thesis credits in the appropriate business department. The thesis must show ability to organize material in a clear and original manner and must present well-reasoned conclusions. Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

In order to become fully matriculated in the M.B.A. program, students who are admitted *provisionally* must complete, with satisfactory grades as specified in the letter of acceptance, the following courses before enrolling in elective courses: QA604, QA605, and any two other required core courses for which the prerequisites have been met. (Refer to the course descriptions elsewhere in this catalog for course prerequisites.)

Students entering the M.B.A. program who lack adequate preparation in accounting, economics or quantitative techniques may

be required to enroll in a maximum of three graduate-level, non-credit courses (A600 Accounting, EC600 Basic Economics, QA600 Quantitative Analysis) in order to satisfy prerequisite requirements. Adequate preparation is defined as satisfactory completion of the following undergraduate credits with grades of "C" or better: six credit hours of accounting, three credit hours of economics and six credit hours of quantitative techniques or mathematics.

Students in the M.B.A. program are expected to be familiar with, or become familiar with, the use of computers in solving problems. The use of a computer is required in a number of courses in the M.B.A. curriculum.

Required Courses

A 621	Managerial Accounting	3
EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis	3
EC 625*	Industrial Relations	3
FI 615	Finance	3
IB 643	International Business	3
MG 637**	Management	3
MK 609	Marketing	3
P 619	Organizational Behavior	3
QA 604	Probability and Statistics	3
QA 605	Advanced Statistics	3
	Electives	15
	Total credits	**48**

* Students enrolled in the finance concentration take either IB643 (*preferred*) or EC625 (with the adviser's approval) plus 18 credits of electives.

** Students enrolled in the health care management concentration take MG 640 in place of MG 637.

Waiver Policy

Required core courses in the M.B.A. program may be waived on the basis of undergraduate courses taken at accredited institutions. Waivers will be considered at the time of the admission decision. Students who seek additional waivers must submit a written request (with a description of the previously completed coursework) to the M.B.A. coordinator who will review and act on the waiver request. **Only courses with grades of "B" or better may be used in meeting waiver guidelines for the required courses. Only required core courses may be waived.**

A course that has been waived may not be taken for or used for elective credits. No tuition refund or cancellation will be issued for courses taken and subsequently waived.

Waiver Guidelines

Course	Waiver Requirements
A 621	12 credit hours of accounting, including at least 3 credit hours of managerial accounting.
EC 603	An intermediate microeconomics course, such as EC 340 at the University of New Haven.
EC 604	An intermediate macroeconomics course, such as EC 341 at the University of New Haven.
EC 625	A course in labor economics and/or labor-management relations.

FI 615	Undergraduate degree in finance or 12 credit hours of which at least 6 credit hours are in financial management.
IB 643	6 credit hours of international business, international marketing, international finance, or international economics.
MG 637	9 credit hours of management courses from a four-year accredited institution.
MK 609	9 credit hours of marketing, from a four-year accredited institution, including 3 credit hours of marketing management.
P 619	12 credit hours in psychology, with at least 6 credit hours primarily concerned with topics such as attitude development and change, group processes, industrial psychology, organizational conflict and supervisory behavior.
QA 604	An intermediate probability and statistics course.
QA 605	An advanced statistics course.

Concentrations

Within the M.B.A. program students may use the elective credits to concentrate their studies in a specific area. The available concentrations and their course requirements are listed below. With the permission of the adviser, students may substitute other appropriate courses for those listed as part of the concentration. It is highly recommended, but not required, that concentrations be indicated on the application for admission to the M.B.A. program, or as soon as possible thereafter.

Most concentrations consist of 12 credits, allowing the student to select one free elective. This free elective may be another advanced course in the area of concentration or may be selected from some other appropriate field of study.

The concentrations in dietetics administration, finance, health care management, hotel and restaurant management and tourism and travel administration have special requirements which affect the required core curriculum. In addition, students enrolling in dietetics administration, hotel and restaurant management and tourism and travel administration who lack appropriate courses in their undergraduate studies will be required to complete up to 30 credits of undergraduate courses in their respective fields as part of their graduate programs. Students should consult the concentration descriptions and contact the appropriate adviser for additional information.

Concentration in Accounting

Adviser: Robert McDonald, Associate Professor of Accounting, M.B.A., New York University

The concentration in the accounting program is recommended to those M.B.A. students who desire an accounting specialization but do not have an undergraduate accounting background. Students who wish to take the Certified Public Accounting examination or the Certified Management Accounting examination should enroll in the M.S. in accounting program.

continued

A 616	Taxation for Management	3
A 650	Advanced Accounting Theory	3
A 661	Managerial Accounting Seminar	3
	Plus any accounting or taxation elective	3
	Total credits	**12**

See page 93 for the senior professional certificate in accounting.

Concentration in Business Policy and Strategy

Adviser: Lynn W. Ellis, Professor of Management, D.P.S., Pace University

The concentration in business policy and strategy is designed to prepare managers to deal with the increasing emphasis given by companies to this field in place of and/or supplementing marketing. The program focuses on concepts and processes useful in relation to general management and functional supervision, while providing a grounding in formulation of business policy and strategy for both internal growth and growth by mergers and acquisitions.

MG 655	Merger, Acquisition and Divestiture Management	3
MG 669*	Business Policy and Strategy	3

Plus two of the following:

FI 620	Working Capital Management and Planning	3
IB 652	Multinational Business Management	3
MG 638	Cost Benefit Management	3
MK 638	Competitive Marketing Strategy	3
MK 643	Product Management	3
	Total credits	**12**

* Students who have had appropriate prerequisites may substitute CO 643 Telecommunications Policy and Strategy for MG 669.

Concentration in Computer and Information Science

Adviser: Roger G. Frey, Professor of Computer Science, Ph.D., Yale University

This concentration provides coverage of programming and systems with a business systems emphasis, preparing the student to carry out systems studies and to interact knowledgeably with programmers and computer systems specialists.

CS 602 Computing Fundamentals - required for students who have not had computer programming.

Option 1.)

CS 605	COBOL Programming	3
CS 605B	Advanced Business Programming	3

Option 2.)

CS 606	FORTRAN Programming	3
CS 606B	Advanced Technical Programming	3

Option 3.)

CS 603	Pascal Programming	3
CS 620	Data Structures	3

Plus two of the following:

IE 604	Management Systems	3
CS 616	Assembly Language	3
CS 622	Database Systems*	3
CS 624	Software Engineering*	3
CS 648	Computer Systems Analysis and Selection	3
	Total credits	**12**

* Prerequisites are CS 603 and CS 620 (Option 3).

See page 94 for the senior professional certificate in computer and information science.

Concentration in Dietetics Administration

See page 59 for program description and content.

Concentration in Economic Forecasting

Adviser: William Pan, Professor of Quantitative Analysis, Ph.D., Columbia University

This concentration is designed to provide preparation for careers in forecasting and modeling. Students enrolled in this program are expected to have knowledge of computer use, especially FORTRAN.

EC 633	Managerial Economics	3
EC 653	Econometrics	3
QA 607	Forecasting	3

Plus one of the following:

CS 606	FORTRAN Programming	3
CS 606B	Advanced Technical Programming	3
EC 645	Seminar in Macroeconomic Policy	3
EC 665	Urban and Regional Economic Development	3
MK 639	Marketing Research and Information Systems	3
	Total credits	**12**

See page 95 for the senior professional certificate in economic forecasting.

Concentration in Finance

Adviser: Robert Rainish, Professor of Finance, Ph.D., City University of New York

The goal of the finance concentration is to prepare individuals for the expanding sector of financial services and modern corporate financial management. The program stresses the understanding of the conceptual foundations of finance and the use of analytic techniques.

continued

Special emphasis is placed on the implications and applications of these concepts and techniques.

Finance concentration students will take *either* IB 643 (*preferred*) or EC 625 in the required core curriculum plus 18 credits of electives which are to be chosen in consultation with the finance adviser. It is *strongly recommended* that students contact the finance adviser as early as possible to plan the appropriate sequence of courses. Course sequence forms are available from the finance adviser.

FI 617	Financial Institutions and Capital Markets	3
FI 645	Corporate Financial Theory	3
FI 651	Portfolio Management and Capital Market Analysis	3

Plus three of the following:*

A 654	Financial Statements: Reporting and Analysis	3
FI 619	Monetary and Central Banking Policy	3
FI 620	Working Capital Management and Planning	3
FI 649	Security Analysis	3
FI 655	Speculative Market Analysis	3
FI 661	Real Estate: Principles and Practices	3
FI 670	Selected Topics	3
FI 698	Thesis I*	3
FI 699	Thesis II*	3
IB 644	International Trade and Finance	3
	Total credits	**18**

* Candidates who elect not to write a thesis must substitute, with written approval, two elective courses. Elective courses are to be chosen in consultation with the finance adviser.

See page 95 for the senior professional certificate in finance.

Concentration in Gerontology

Adviser: Judith Bograd Gordon, Associate Professor of Sociology, Ph.D., University of Michigan

The concentration in gerontology is designed to meet the needs of students who wish to pursue careers as administrators or managers of programs, agencies, organizations or institutions which serve the elderly. Courses are designed to provide conceptual understanding and practical skills for managers who deal with the realities of an aging population.

P 672	Psychology of the Middle and Later Years	3
PA 644	Administration of Programs and Services for the Aged	3
PS 633	The Political Process and the Aged	3
SO 651	Social Gerontology	3

Plus one of the following:

P 611	Individual Intervention Seminar	3
P 614	Individual Intervention Field Work	3
PA 690	Research Seminar	3
SO 620	Sociology of Bureaucracy	3
	Total credits	**15**

Course substitutions may be permitted with consent of the program adviser.

Students with no prior supervised working experience in gerontology or business are strongly advised to undertake a field work experience.

Note: Students enrolled in this concentration may take MG 640 in place of MG 637 in the M.B.A. required core curriculum.

Concentration in Health Care Management

Adviser: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

The concentration in health care management is designed for those individuals currently in or those who anticipate a career in health care management. Courses are designed to provide students with the conceptual and practical skills necessary for the management of a health care organization.

MG 640	Management of Health Care Organizations (this course to be taken in place of MG 637 in the core of the M.B.A. program)	3

Plus four of the following:

PA 641	Financial Management of Health Care Organizations	3
PA 642	Health Care Delivery Systems	3
PA 643	Health and Institutional Planning	3
PA 644	Administration of Programs and Services for the Aged	3
PA 645	Health Care Economics and Finance	3
PA 646	Organization and Management of Long-Term Care Facilities	3
PA 670	Selected Topics	3
PS 635	Law and Public Health	3
	Total credits	**12**

Concentration in Hotel and Restaurant Management

See page 70 for program description and content.

Concentration in Human Resources Management

Adviser: Wilfred Harricharan, Professor of Management, Ph.D., Cornell University

This concentration is designed for the personnel professional or the individual in another field who aspires to work in personnel. It provides an overview of the field and an opportunity to study various subfunctions (such as training, industrial relations or compensation) in greater depth.

MG 645	Management of Human Resources	3
MG 678	Personnel Management Seminar	3

Plus two of the following:

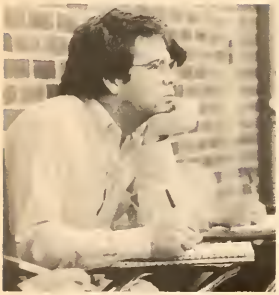
EC 627	Economics of Labor Relations	3
EC 687	Collective Bargaining	3

continued

MG 664	Organizational Effectiveness	3
MG 665	Compensation Administration	3
MG 679	Industrial Relations Seminar	3
P 627	Attitude and Opinion Measurement	3
P 628	The Interview	3
P 641	Personnel Development and Training	3
	Total credits	**12**

See page 97 for the senior professional certificate in human resources management.

Concentration in International Business



Adviser: Robert Baeder, Associate Professor of Management, Ph.D., Ohio State University

This concentration is designed to prepare managers to deal with the latest methods of analysis related to international business. These include the basic techniques and skills, such as adapting to new political and cultural environments, which are not normally covered by traditional courses. It is strongly recommended that students contact the international business adviser as early as possible to program the appropriate sequence of courses.

MG 660	Comparative Management	3
IB 644	International Trade and Finance	3
	Plus two of the following:	
EC 641	International Economics	3
IB 645	Comparative International Business Environments	3
IB 651	International Marketing	3
IB 660	East and Southeast Asian Business Systems	3
	Total credits	**12**

See page 98 for the senior professional certificate in international business.

Concentration in Logistics

Adviser: Alexis N. Sommers, Professor of Industrial Engineering, Ph.D., Purdue University

Although an old field of study traditionally associated with the military, logistics has emerged as an important management specialty in organizations dealing with complex systems and large, multiphase projects. Logistics is the modern science of making sure that needs are met when they occur, at a reasonable resource expenditure. This necessitates customer requirements planning, design-to-cost concepts, optimal system acquisition, life-cycle analysis, transportation and distribution and field support networks. Especially in defense industries, logistics is essential in designing, acquiring and introducing new weapons systems, new communication and supply systems and advanced production and distribution concepts. The logistics concentration provides a basic working knowledge of the discipline and gives a background for certification in the area.

LG 660	Logistics Technology and Management	3

Plus three of the following:

IE 615	Transportation and Distribution	3
LG 663	Logistics Management in the System Acquisition Process	3
LG 665	Integrated Logistics Support Analysis	3
LG 669	Life Cycle Cost Analysis	3
MG 638	Cost Benefit Management	3
	Total credits	**12**

Concentration in Management and Organization

Adviser: Wilfred Harricharan, Professor of Management, Ph.D., Cornell University

The concentration in management and organization is designed to develop students' conceptual knowledge and skills in formulating corporate strategy. The program focuses on concepts and processes useful in relation to general management and functional responsibilities in coordinating and directing the organizational effort in our ever-changing economic environment.

Any four of the following:

MG 638	Cost Benefit Management	3
MG 645	Management of Human Resources	3
MG 660	Comparative Management	3
MG 661	Development of Management Thought	3
MG 662	Organization Theory	3
MG 663	Leadership in Organizations	3
MG 664	Organizational Effectiveness	3
MG 669	Business Policy and Strategy	3
MG 675	Readings in Management	3
MG 680	Current Topics in Business Administration	3
	Total credits	**12**

See page 96 for the senior professional certificate in general management.

Concentration in Management Science

Adviser: William Pan, Professor of Quantitative Analysis, Ph.D., Columbia University

This concentration gives the student the quantitative knowledge and skills needed by managers in changing technologically-oriented organizations. It reinforces and improves the manager's information processing and decision-making skills.

IE 601	Introduction to Operations Research/ Management Science	3
IE 604	Management Systems	3
QA 606	Advanced Management Science	3
QA 607	Forecasting	3
	Total credits	**12**

See page 96 for the senior professional certificate in general management.

Concentration in Marketing

Adviser: David A. Morris, Jr., Assistant Professor of Marketing, Ph.D., Syracuse University

The concentration in marketing allows the student to develop analytic skills and a deeper understanding of marketing phenomena. Specific emphasis is given to the development of content knowledge and skills necessary for operating managers of the marketing function.

MK 639	Marketing Research and Information Systems	3
MK 641	Marketing Management	3

Plus two of the following:

IB 651	International Marketing	3
MG 669	Business Policy and Strategy	3
MK 616	Buyer Behavior	3
MK 643	Product Management	3
MK 644	Consumerism	3
MK 645	Distribution Strategy	3
MK 680	Marketing Workshop	3
	Total credits	**12**

See page 98 for the senior professional certificate in marketing.

Concentration in Media in Business

Adviser: Steven A. Raucher, Associate Professor of Communication, Ph.D., Wayne State University

The proper use of media is one of the roads to success for any business, large or small. Professionals with media skills can be found in advertising, marketing, personnel and management positions in just about all kinds of business entities. This program gives the student those skills, theories and techniques desirable and necessary within the corporate environment. Professionalism is the focus of the program, with an emphasis on media in terms of audiovisual use, media presentation and training. The student will be introduced to different media and all stages of production, from script to transparency to video. As a final course project, the student will work in conjunction with a corporate sponsor to design and produce a specific media presentation.

CO 601	Basics of Business Media Production Techniques	3
CO 605	Planning Audiovisual Systems for Business	3
CO 609	Scripting the Media Presentation	3
CO 613	Media Presentations for Business	3
	Total credits	**12**

See page 99 for the senior professional certificate in media in business.

Concentration in Operations Research

Adviser: Ira H. Kleinfeld, Professor of Industrial Engineering, Eng. Sc.D., Columbia University

Operations research involves the application of quantitative methods to problem solving in business and industry and in matters of public

policy. These courses cover several of the most widely used techniques of operations research.

IE 607	Probability Theory	3
IE 621	Linear Programming	3
IE 622	Queuing Theory	3
IE 686	Inventory Analysis	3
	Total credits	**12**

Concentration in Public Relations

Adviser: Steven A. Raucher, Associate Professor of Communication, Ph.D., Wayne State University

The concentration in public relations is designed to orient managers to and prepare public relations practitioners for the many demands placed on public and private corporations and state and local government. The program focuses on theory, media relations and contemporary issues affecting business and the public.

CO 621	Managerial Communication	3
CO 631	Public Information Dynamics	3
CO 632	Contemporary Public Relations Issues	3
	Plus one of the following:	
CO 601	Basics of Business Media Production Techniques	3
CO 609	Scripting the Media Presentation	3
EC 629	Public Policies Toward Business	3
MK 633	Market Research	3
MG 680	Current Topics in Business Administration	3
P 638	Psychology of Communication and Opinion Change	3
	Total credits	**12**

Concentration in Telecommunications

Adviser: Steven A. Raucher, Associate Professor of Communication, Ph.D., Wayne State University

The concentration in telecommunications management is designed to prepare managers to deal with this fast-changing, high-technology field in positions with end users of telecommunications equipment, competitive long-distance common carriers or regulated local-exchange telephone companies. The program focuses on concepts and processes useful in relation to general management and functional supervision, while providing a grounding in the broad business aspects of the field.

CO 640*	Communications Technologies	3
CO 642	Management of Telecommunication Organizations	3
CO 643	Telecommunications Policy and Strategy	3
	Plus one of the following:	
CO 621	Managerial Communication	3
CO 641	Competition and Regulation in Telecommunications	3
CS 642	Computer Networks and Data Communication	3
MG 638	Cost Benefit Management	3

continued

MG 641	Contract Administration	3
MG 680	Current Topics in Business Administration	3
	Total credits	**12**

* Students who have had the equivalent of CO 640, either through work experience or educational courses given by a common carrier, may substitute another course from the elective list subject to the approval of the adviser.

Concentration in Tourism and Travel Administration

See page 90 for program description and content.

Business Administration/ Industrial Engineering Dual Degree Program

Coordinator: Ira H. Kleinfeld, Professor of Industrial Engineering, Eng. Sc.D., Columbia University

M.B.A. Adviser: William R. Bockley, Associate Professor of Management, Ph.D., Boston College

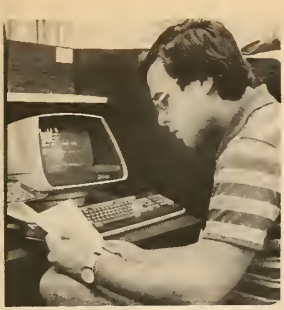
The Graduate School has always encouraged interdisciplinary studies. To foster a broader expertise in the areas of business administration and industrial engineering, a student can earn degrees in both fields by successfully completing this dual degree program.

The program is intended for students with undergraduate engineering or technical degrees from schools accredited by the Accreditation Board for Engineering and Technology. Applicants with degrees in fields other than industrial engineering will be required to take a number of undergraduate courses or otherwise demonstrate proficiency in several areas normally included in an industrial engineering program.

M.B.A./M.S.I.E. Dual Degree

The M.B.A./M.S.I.E. program consists of 72 credit hours. Up to 12 of these credit hours may be waived on the basis of undergraduate course work, leaving a minimum requirement of 60 credit hours. All waivers must be approved in writing by the appropriate department and are conditional upon subsequent academic performance. Graduate credit may be transferred from other accredited institutions subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

In all cases, the residency requirement for the two degrees shall be 60 credit hours completed at the University of New Haven. In addition, a minimum of 21 credit hours must be earned in business courses and a minimum of 21 credit hours must be earned in engineering courses.



Required Courses

A 621	Managerial Accounting	3
EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis	3
EC 625	Industrial Relations	3
FI 615	Finance	3
IB 643	International Business	3
MG 637	Management	3
MK 609	Marketing	3
P 619	Organizational Behavior, *or*	
P 620	Industrial Psychology	3
QA 605	Advanced Statistics	3
CS 606	FORTRAN Programming	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 607	Probability Theory	3
IE 623	Decision Analysis	3
IE 624	Quality Analysis	3
IE 651	Human Engineering I	3
IE 655	Manufacturing Analysis	3
IE 681	System Simulation	3
IE 686	Inventory Analysis	3
IE 688	Design of Experiments	3
	Electives (Business)	3
	Electives (Unrestricted)	9
	Total credits	**72**

Business Administration/ Public Administration Dual Degree Program

Coordinator: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

M.B.A. Adviser: William R. Bockley, Associate Professor of Management, Ph.D., Boston College

The M.B.A./M.P.A. dual degree program is designed for those students whose interests or career objectives are focused at both the public and private sectors of the economy. The program broadly stresses the use of management skills and analytic techniques applied to business, industrial, governmental and not-for-profit organizations.

M.B.A./M.P.A. Dual Degree

The M.B.A./M.P.A. program consists of 72 credit hours. Up to 12 of these credit hours may be waived on the basis of undergraduate course work, leaving a minimum requirement of 60 credit hours. All waivers

must be approved in writing by the appropriate department and are conditional upon subsequent academic performance.

Graduate credit may be transferred from other accredited institutions subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog. In all cases, the residence requirement for the two degrees shall be 60 credit hours completed at the University of New Haven. In addition, a minimum of 21 credit hours must be earned in business courses and a minimum of 21 credit hours must be earned in public administration courses.

See pages 91-106 for senior professional certificate and professional certificate programs in related fields of study.

Thesis

All students must write a thesis. The thesis must show ability to organize material in a clear and original manner and present well-reasoned conclusions.

Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

Required Courses

A 621	Managerial Accounting	3
EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis, *or*	
EC 608	Economics for Public Administrators	3
EC 625	Industrial Relations	3
FI 615	Finance	3
IB 643	International Business	3
MG 637	Management	3
MK 609	Marketing	3
PA 601	Principles of Public Administration	3
PA 602	Public Policy Formulation and Implementation	3
PA 604	Communities and Social Change	3
PA 611	Research Methods in Public Administration	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
PA 625	Administrative Behavior, *or*	
P 619	Organizational Behavior	3
PA 632	Public Finance and Budgeting	3
QA 604	Probability and Statistics	3
QA 605	Advanced Statistics	3
	Electives (Public Administration)	9
	Electives (Business)	6
	Thesis I & II	6
	Total credits	**72**

Community Psychology

Coordinator: Robert J. Hoffnung, Professor of Psychology, Ph.D., University of Cincinnati

Community psychology applies the theories and techniques of psychology and related social sciences to understanding and modifying the complex social forces which influence individual and community well-being.

Accordingly, the M.A. program in community psychology provides broad training in current approaches to preventing and treating psychological distress at the level of social institutions, organizations and groups rather than just the individual. Methods of community analysis, consultation and crisis intervention are considered as well as program development, administration and evaluation.

Classroom study is closely integrated with supervised field experiences in a variety of human service organizations and community settings.

Graduates are able to assume positions of responsibility in a broad range of human service settings, such as mental health programs, youth service bureaus, community houses, child development programs, municipal services, halfway houses, senior citizen centers, private agencies, health care systems and community action programs.

Admission Policy

An undergraduate degree from an accredited institution is required. A major in psychology is preferred but not required. However, all students are expected to have at least an introductory-level understanding of psychological concepts, principles and methods before entering. Students who have not had an undergraduate course in statistical methods will be required to take one before entry into P 609. Related work experience as well as academic performance is considered in admission decisions.

Along with the application materials required by the Graduate School, applicants must submit a program questionnaire. Applicants may be required to submit scores from either the Miller Analogies Test or the Graduate Record Examinations Aptitude Test, at the discretion of the department. Students intending to go on for further graduate work are strongly encouraged to take the GRE early in the first year.

Field Work and Seminars

Supervised field experience in a variety of settings is a major vehicle through which students in the program develop applied skills. Students plan their field work activities in collaboration with both the program's field training director and their supervisors from the field setting. Field experience is provided in the areas of individual intervention, consultation and systems intervention.

In addition, three separate seminar courses provide a theoretical and research framework within which the development of these applied skills can be examined and discussed. These seminars enable students to conceptualize the issues they encounter in the field within a broader context.

continued

Students with a year or more of appropriate full-time human service experience in a particular field work area will be allowed to substitute an elective course for that field work, contingent upon the approval of the community psychology program coordinator.

Thesis

Students may elect to write a thesis as part of their program of study. The thesis must show ability to organize materials in a clear and original manner and present well-reasoned conclusions. A thesis is strongly recommended for students wishing to pursue doctoral training after graduation. Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

M.A., Community Psychology

The program consists of 42 credit hours, 15 of which comprise the core curriculum completed by all students and 18 of which constitute one of two areas of concentration. Typically, students complete most of the core requirements before focusing on the concentration.

Required Courses

P 605	Survey of Community Psychology	3
P 609	Research Methods	3
P 610	Program Evaluation	3
P 612	Consultation Seminar	3
P 615	Consultation Field Work	3
	Electives	9
	Concentration	18
	Total credits	**42**

See page 93 for the senior professional certificate in applications of psychology.

Concentration in Community-Clinical Services

The community-clinical services concentration is designed to prepare students for careers in clinical, mental health and related human service settings. Direct work with individuals within the social and community contexts in which they live as well as consultation, social problem analysis and prevention techniques and strategies are stressed.

P 611	Individual Intervention Seminar	3
P 614	Individual Intervention Field Work	3
	Plus four of the following:	
P 625	Life Span Developmental Psychology	3
P 628	The Interview	3
P 629	Introduction to Psychotherapy and Counseling	3
P 632	Group Dynamics and Group Treatment	3
P 634	Personality Assessment	3
P 636	Abnormal Psychology	3
	Total credits	**18**

Concentration in Program Development

The program development concentration is designed to prepare students for careers which emphasize the administration of traditional and non-traditional programs and services. The concentration involves planning, development and evaluation of innovative approaches to treatment and prevention at the community, organizational and social systems level in the public and private human service sectors as well as in business and industry.

P 613	Systems Intervention Seminar	3
P 616	Systems Intervention Field Work	3
	Plus four of the following:	
P 619	Organizational Behavior	3
P 628	The Interview	3
P 631	Social Psychology	3
P 642	Organizational Change and Development	3
PA 604	Communities and Social Change	3
PA 641	Financial Management of Health Care Organizations	3
PA 643	Health and Institutional Planning	3
	Total credits	**18**

Computer and Information Science

Coordinator: Roger G. Frey, Professor of Computer Science, Ph.D., Yale University

This program provides advanced professional training in computer and information science, and offers to students a diversity of subject matter through its concentrations as well as through a wide range of course offerings. Its broad scope recognizes the rapid development of computing disciplines and applications, and allows students to prepare for this. The program can be used to enter or advance in the computing profession or an allied field, along a variety of career paths. It may also be used to prepare for further graduate study.

M.S., Computer and Information Science

The program consists of 48 credit hours of course work. This may be reduced in some situations through waivers or transfer credits, in conformity with Graduate School and program policies. The six core courses are eligible for waiver; concentration courses and electives may not be waived but transfer credit and substitution may apply.

Candidates needing more background may be advised or required to take additional courses. In particular, CS 602, Computing Fundamentals, is often used for this purpose; this course may be counted as a free elective within the program. Other courses added in this manner normally will have to be taken in addition to the program requirements.

continued

In general, students are free to select their own courses in conformity with program requirements and course prerequisites which should be followed carefully. It should be noted, however, that the Graduate School may deny credit for a course taken without first satisfying its prerequisites, unless prior written approval has been obtained.

The Pascal programming language will be the common teaching language used throughout the program. Use of, and programming in, Pascal may be required in all but the most introductory courses. In addition to the resources of the university's Computer Center and microcomputer laboratory, students enrolled in the computer science program and courses may use the computing facilities of the School of Engineering Computer-Aided Engineering Center as well as the engineering education microcomputer laboratory and the computer science and engineering microcomputer laboratory.

A core of six courses is required of all students in the program. Five more courses are taken in the student's concentration. The remaining five courses in the program are electives: three restricted electives and two free electives.

All students will be in one of the program's three concentrations. The student must take courses that will satisfy a concentration, but a formal declaration of concentration is not required until the student petitions to graduate.

The graduate coordinator will evaluate the content of special topics, independent study, seminar project courses and new course offerings and will maintain a current list of such computing-related courses suitable as restricted electives in the program.

Free elective courses are taken from the set of graduate courses at the University of New Haven and should bear a reasonable relation to the student's overall program and career objectives.

Required Courses

CS 603	Pascal Programming	3
CS 616	Assembly Language	3
CS 620	Data Structures	3
CS 622	Database Systems	3
CS 624	Software Engineering	3
M 610	Fundamentals of Calculus	3
	Concentration	15
	Restricted Electives	9
	Free Electives	6
	Total credits	**48**

Restricted Electives

Restricted electives include any of the programming language courses listed below, all courses listed in any of the concentrations and/or the following:

CS 642	Computer Networks and Data Communication
CS 662	Expert Systems
CS 670*	Current Topics in Computer and Information Science
CS 690*	Project
CS 695*	Independent Study I
CS 696*	Independent Study II

EE 608	Computer-Aided Design
EE 640	Computer Engineering I
EE 641	Computer Engineering II
EE 670*	Special Topics—Electrical Engineering
IE 614	Data Information Systems
IE 621	Linear Programming
IE 623	Decision Analysis
IE 685	Theory of Optimization
M 615	Linear Mathematics and Combinatorics
M 616	Applied Modern Algebra for Computer Science
M 632	Methods of Complex Analysis
M 670*	Special Topics in Mathematics

*Graduate coordinator must approve these courses for use as restricted electives.

Programming Language Courses

In the descriptions of the concentrations, programming language courses include the following:

CS 605	COBOL Programming
CS 605B	Advanced Business Programming
CS 606	FORTRAN Programming
CS 606B	Advanced Technical Programming
CS 607	LISP Programming
CS 610	C Language Programming

Concentrations

Concentration in Applications Software

The concentration in applications software focuses on skills needed for the design and implementation of software for the end user in a broad range of application areas.

Two programming language courses		6
	Plus one of the following courses:	3
CS 638	Compiler Design	
CS 644	Operating Systems	
	Plus one of the following courses:	3
IE 607	Probability Theory	
IE 609	Descriptive and Inferential Statistics	
M 620	Numerical Analysis	
M 624	Applied Mathematics	
	Plus one of the following courses:	3
CS 650	Computer Graphics	
CS 660	Artificial Intelligence	
IE 681	System Simulation	
	Total credits	**15**

Concentration in Management Information Systems

The concentration in management information systems is designed primarily for data system managers, systems analysts and others involved with the integration, management or executive oversight of computing systems in organizations.

One programming language course		3
	Plus the following:	
CS 648	Computer Systems Analysis and Selection	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 604	Management Systems	3
IE 607	Probability Theory	3
	Total credits	**15**

Concentration in Systems Software

The concentration in systems software is intended for the individual interested in the software which comprises the computing system itself and those programs closely associated with the system, such as language translators.

One programming language course		3
	Plus one of the following	3
IE 601	Introduction to Operations Research/ Management Science	
IE 622	Queuing Theory	
	Plus one of the following:	3
EE 615	Introduction to Computer Logic	
EE 658	Microprocessors—Theory and Applications	
	Plus the following:	
CS 638	Compiler Design	3
CS 644	Operating Systems	3
	Total credits	**15**

Criminal Justice

Coordinator: David Maxwell, Associate Professor of Criminal Justice, M.A., John Jay College; J.D., University of Miami

A key objective of the master of science in criminal justice program is the training and education of men and women planning careers in the field of criminal justice as well as the advanced training and education of those who staff the agencies and institutions of the criminal justice system.

The program stresses a broad understanding of the social and behavioral sciences, the institutions of the criminal justice system and the development of methodological tools and skills.

The courses in the area of social and behavioral science stress the theories of the behavior of man in a social order and the sanctions imposed by different societies to control the social behavior of their

members. Courses in the area of criminal justice institutions stress the study of the existing system from the police through the courts, the penitentiaries and the system of probation and parole. The methodological courses expose students to the tools of research and analysis and the contribution of systems analysis to the efficient administration of the criminal justice system.

M.S., Criminal Justice

A total of 45 credit hours is required of candidates for the degree of master of science in criminal justice.

Candidates must complete the core curriculum. After consultation with an adviser, students select electives from approved courses in the departments of criminal justice, economics, psychology, political science, sociology, industrial engineering and management science.

The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

Applicants are also required to complete a questionnaire to be submitted directly to the Graduate School.

Thesis

Students electing to write a thesis must register for thesis credit with the department. The thesis must show ability to organize material in a clear and original manner and present well-reasoned conclusions. Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

Required Courses*

CJ 601	Seminar in Interpersonal Relations	3
CJ 605	Social Deviance	3
CJ 610	Administration of Justice	3
CJ 628	Introduction to Systems Theory	3
CJ 635	Statistics in the Public Sector	3
CJ 637	Contemporary Issues in Criminal Justice	3
PA 611	Research Methods in Public Administration	3
	Electives (Approved)	24
	Total credits	**45**

* As an alternative to the program listed above a student may select one of the following three concentrations.

Concentrations

There are three concentrations—correctional counseling, criminal justice management and security management—from which students may choose more specialized programs.

Concentration in Correctional Counseling

This program, offered jointly between the criminal justice program and the department of psychology, is designed for those individuals currently in correctional counseling positions or those who anticipate a career in correctional counseling.

CJ 601	Seminar in Interpersonal Relations	3
CJ 610	Administration of Justice	3
CJ 622	Learning Theory: Applications in Criminal Justice	3
CJ 624	Group Process in Criminal Justice	3
CJ 693	Criminal Justice Internship I	3
P 605	Survey of Community Psychology	3
P 611	Individual Intervention Seminar	3
P 628	The Interview	3
P 629	Introduction to Psychotherapy and Counseling	3
	Electives*—Criminal Justice	9
	Electives*—Psychology	9
	Total credits	**45**

*Electives will be chosen by consent of adviser. Students may be required to take CJ 694 – Internship II, depending upon experience, ability and background.

Concentration in Criminal Justice Management

This concentration is designed for those individuals wishing to pursue a career in the management of a criminal justice agency. Courses are offered jointly between the criminal justice and the public administration programs.

CJ 601	Seminar in Interpersonal Relations	3
CJ 610	Administration of Justice	3
CJ 612	Criminal Justice Management	3
CJ 628	Introduction to Systems Theory	3
CJ 635	Statistics in the Public Sector	3
CJ 655	Bureaucratic Organization of Criminal Justice	3
PA 602	Public Policy Formulation and Implementation	3
PA 604	Communities and Social Change	3
PA 611	Research Methods in Public Administration	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
PA 632	Public Finance and Budgeting	3
	Electives (Approved)	12
	Total credits	**45**

Concentration in Security Management

This concentration is designed for those individuals who are pursuing or wish to pursue careers in security management within business or industry. Course work stresses broad interaction among the areas of security, business administration, fire science and criminal justice.

CJ 601	Seminar in Interpersonal Relations	3
CJ 605	Social Deviance	3
CJ 612	Criminal Justice Management	3
CJ 614	Survey of Forensic Science	3
CJ 669	Dynamics, Evaluation and Prevention of Structural Fires	3
CJ 675	Private Security Law	3
CJ 676	Security Management Seminar	3
CJ 677	Private Security in Modern Society	3
SH 602	Safety Organization and Administration	3
	Electives (Approved)	12

Plus two of the following:

CJ 637	Contemporary Issues in Criminal Justice	3
EC 625	Industrial Relations	3
EC 687	Collective Bargaining	3
PA 625	Administrative Behavior	3
	Total credit	**45**

Dietetics Administration (M.B.A.)

Adviser: Margaret O'Donnell, Assistant Professor of Dietetics & Institutional Management, M.A., New York University

The dietetics administration program, a concentration in the master of business administration degree, prepares dietitians to become effective professional managers in health care.

Attaining top managerial positions in health-related fields becomes more difficult each day with competition coming from many different directions. Role studies have noted that dietitians, while competently-trained specialists in their field, have previously avoided acquiring power in the decision-making processes of their organizations.

This concentration has been designed to:

- expand awareness of organizational structure and of information sharing within an organization;
- underscore the importance of the financial, economic, marketing and statistical factors which contribute to the success of a health care organization;
- prepare the M.B.A. candidate for a career in dietetics education.

Career Opportunities

Careers in dietetics offer many opportunities for upward mobility and personal and financial rewards. Positions may be found in hospitals, nursing homes, community programs, universities, restaurants, food service companies, private industry, sports nutrition, consulting and private practice.

For those students who have completed a B.S. degree in nutrition, dietetics, home economics or other related fields, and are interested in work experience for American Dietetic Association (A.D.A.) registration eligibility, advisement will be given on an individual basis.

For those who are registered dietitians, this program offers the opportunity to become better administrators with a broad understanding of the present marketing, accounting and managerial practices needed by competent managers.

Undergraduate Course Requirements

Candidates who have not completed an undergraduate degree program in dietetics, nutrition, biology, home economics or a related major will be required to complete up to 30 credits of undergraduate dietetics-related courses. These students will be permitted to complete the required undergraduate courses while satisfying the requirements for the M.B.A. The additional course work will depend upon background in the field, work experience and related course work completed.

Each student's undergraduate transcript will be evaluated for compliance with the minimum academic requirements of the American Dietetic Association's Plan V.

Concentration Courses

A graduate student in the concentration in dietetics adminstration is required to complete 48 credit hours.

In addition to the previously stated M.B.A. required courses *with the exception of IB 643 and QA 605* (see page 38), the dietetics administration concentration consists of:

DI 635	Applied Dietetics for Health Care Professionals	3
DI 690	Research in Dietetics and Institutional Management	3
HR 610	Content Seminar in Hotel and Restaurant Management, Dietetics and Tourism Administration	3
HR 655	Development of Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 670	Special Topics in Hotel, Restaurant, Dietetics and Tourism Operations	3
DI 698	Thesis I* *and*	
DI 699	Thesis II, *or*	
SC 615	Life Cycle Nutrition, *and*	
SC 616	Geriatric and Advanced Nutrition	6
	Total credits	**21**

* A master's thesis is recommended, but not required.

Electrical Engineering

Coordinator: Gerald J. Kirwin, Professor of Electrical Engineering, Ph.D., Syracuse University

This program is intended to meet the needs of professionally employed engineers and scientists for academic work beyond the baccalaureate level. It has been designed to deepen the understanding of modern analysis and synthesis techniques as they apply to engineering design. A major goal of this progam is to provide a discussion of the characteristics of the latest devices and systems and of their applications in current engineering design. Both analytic and

numerical procedures are developed with particular emphasis on the use of computers for problem solving and as elements in larger systems.

The core courses contain advanced methods of analysis and design which are of common interest to electrical engineers. Each student completes a program by electing courses that are particularly suited to current personal interests. In general the elective courses must be courses from those listed on the next page. Early in the program the student, with the help and approval of an adviser, prepares a detailed plan ensuring an overall educational experience that is integrated and logical. All decisions regarding both core and elective courses are subject to the final approval of the student's adviser.

Admission Policy

Admission to the program is open to persons holding an undergraduate engineering degree from an institution accredited by the Accreditation Board for Engineering and Technology. Though admission decisions are based primarily on an applicant's undergraduate record, the promise of academic success is the essential factor for admission.

M.S.E.E.

A minimum total of 39 credit hours must be completed to earn the master of science in electrical engineering degree. The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

Thesis

There is no specific thesis requirement for the master of science in electrical engineering. However, students are encouraged to submit a thesis proposal covering applied research in an area of mutual interest to the student and a supervising member of the faculty. If a proposal shows promise of yielding a worthwhile contribution to the professional objectives of the student, and a faculty member accepts the role of supervisor, the student may embark upon the research and earn six elective credits. Students electing to do a thesis project will be expected to make an oral presentation of the results of the project. Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

Required Courses

EE 603	Discrete and Continuous Systems I	3
EE 604	Discrete and Continuous Systems II	3
EE 630	Electronic Instrumentation I	3
EE 640	Computer Engineering I	3
EE 650	Random Signal Analysis	3
IE 685	Theory of Optimization	3
M 620	Numerical Analysis	3
M 624	Applied Mathematics	3
M 632	Methods of Complex Analysis	3
	Electives (Approved)	12
	Total credits	**39**

continued

Elective Courses

EE 605	Modern Control Systems	3
EE 608	Computer-Aided Design	3
EE 631	Electronic Instrumentation II	3
EE 634	Digital Signal Processing I	3
EE 635	Digital Signal Processing II	3
EE 641	Computer Engineering II	3
EE 645	Power Systems Engineering I	3
EE 646	Power Systems Engineering II	3
EE 658	Microprocessors—Theory and Applications	3
EE 670	Special Topics—Electrical Engineering	3
EE 695	Independent Study I	3
EE 696	Independent Study II	3
EE 698-9	Thesis I and II	6

Environmental Engineering

Coordinator: M. Hamdy Bechir, Professor of Civil Engineering, Sc.D., Massachusetts Institute of Technology

The environmental engineering program is intended to meet the needs of engineers for academic work beyond the baccalaureate level. The program is interdisciplinary in nature and incorporates both engineering and science courses.

There exists today a need for a substantial number of engineers knowledgeable in environmental areas. Industries that are required to control the pollution of air and water need environmental engineers. Federal, state and local governments must hire employees and consultants to assist them in environmental matters. Other new vistas will undoubtedly open to the environmental engineers in the future. Environmental engineers will be in increasingly greater demand with the continually increasing problems of pollution.

This program provides the advanced educational skills necessary to meet the ever-increasing need for engineers with an environmental background. It is designed to offer vigorous, professionally oriented engineering and science courses in the areas of solid waste, water and air pollution.

Most of the program consists of a required sequence of courses which each student must complete. The balance of the program consists of elective courses selected on the basis of the student's principal field of interest. Each student, upon entering this program, will be assigned a faculty adviser who will consult with the student during the program of study and will assist the student in selection of suitable electives. The faculty adviser will also act as the student's research project adviser.

Admission Policy

Candidates for admission in the environmental engineering program are expected to have an engineering degree from an institution accredited by the Accreditation Board for Engineering and Technology.

M.S., Environmental Engineering

A total of 39 credit hours must be completed to earn the master of science in environmental engineering degree. The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

Required Courses

CE 601	Water Treatment	3
CE 602	Wastewater Treatment	3
CE 605	Solid Waste Management	3
CE 606	Environmental Law and Legislation, *or*	
EC 608	Economics for Public Administrators	3
CE 612	Advanced Wastewater Treatment	3
CE 613	Industrial Wastewater Control	3
CE 690	Research Project	3
CH 601	Environmental Chemistry	3
EN 600	Environmental Geoscience	3
EN 601	Principles of Ecology, *or*	
EN 602	Environmental Effects of Pollutants	3
	Elective (CE)	3
	Electives (Approved)	6
	Total credits	**39**

Environmental Science

Coordinator: Karl Eric Tolonen, Practitioner-in-Residence, Ph.D., Yale University

The environmental science program is intended to meet the needs of scientists for academic work in environmental science beyond the baccalaureate level. It is an interdisciplinary program which incorporates courses such as environmental science, chemistry and legislation and provides the advanced educational skills necessary to meet the ever-increasing demand for scientists with an environmental background. Field and laboratory work provide practical experience for students enrolled in the program.

Scientists knowledgeable in environmental issues and science are needed by employers in these major areas:

- government agencies, particularly in departments of environmental protection;
- water, sewer and power-generation utilities;
- analytic laboratories;
- engineering and environmental firms;
- industries in the field of pollution control.

The recently established Environmental Sciences Institute of the University of New Haven provides opportunities for students to perform research on various environmental projects.

The program consists of 10 required courses and three approved elective courses. Students should note that some courses have

prerequisite requirements. The program coordinator should be consulted for advice in scheduling of required courses and for assistance in selecting approved electives. Electives are available in engineering, chemistry and other fields.

Admission Policy

Candidates for admission to the environmental science program are expected to have a bachelor's degree in one of the natural sciences in which certain prerequisite courses have been completed. Students who lack these undergraduate courses will be required to register for these prerequisite courses at the beginning of the course of study.

M.S., Environmental Science

A total of 39 credit hours must be completed to earn the master of science in environmental science degree. The transfer of credit earned at other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

Required Courses

CE 606	Environmental Law and Legislation	3
CH 601	Environmental Chemistry	3
EN 600*	Environmental Geoscience	3
EN 601*	Principles of Ecology	3
EN 602*	Environmental Effects of Pollutants	3
EN 603*	Terrestrial and Wetland Ecology, *or*	
EN 604*	Ecology of Inland Waters, *or*	
EN 605*	Marine and Estuarine Ecology	3
EN 606*	Methods in Ecology, *or*	
CH 602	Environmental Analysis	3
EN 607*	Environmental Reports and Impact Assessment	3
EN 610	Environmental Health	3
EN 615	Toxicology	3
	Electives (Approved)	9
	Total credits	**39**

*Some weekend field trips (or acceptable alternatives) are required.

Executive Master of Business Administration

Director of Executive Development: Margaret M. Turcotte, Assistant Professor of Management, M.B.A., University of New Haven

The executive master of business administration program offered by the School of Business is a fully accredited, graduate-level degree program designed for middle- and upper-level managers who have acquired significant managerial experience. The EMBA degree is conferred upon completion of a two-year, part-time graduate program organized to meet the educational needs of executives within the time

constraints and responsibilities imposed by their jobs. Individual participation is emphasized through class discussions, interaction and cooperation with other executives in the class.

Executive M.B.A. classes are offered at the main campus in West Haven and at other locations throughout Connecticut. Each class progresses through the program as a group, thus providing an opportunity for a two-year relationship with other executives for the continuing exchange of ideas and information.

No graduate transfer credit is accepted into the EMBA program. Admission to the EMBA degree program is by a special application available from the EMBA program director.

Prospective candidates are encouraged to apply as early as possible due to enrollment limitations. The admission procedure includes a screening interview with the Director of Executive Development and review of the applicant's credentials by the Selection Committee. Each candidate is considered on the basis of the individual application form, official transcripts from all undergraduate and professional schools attended, two business-related letters of recommendation and a letter of organizational support.

The EMBA program invites both individual and employer-sponsored applications. Information and applications for the Executive M.B.A. program are available from the office of the EMBA program director.

Executive M.B.A.

The program consists of 20 courses scheduled into two, ten-month academic calendar years. Each course is four sessions in length. All classes meet one afternoon/early evening per week in designated conference facilities for participant convenience. Participants must agree in advance to attend all classes except for emergencies. Students must be prepared to devote additional time for class preparation and reading assignments.

Required Courses

First Year

EXID 903	The Communication Process	1.5
EXID 960	Computers and Management	1.5
EXID 906	The Management Process	1.5
EXID 909	Business and Government Relations	1.5
EXID 930	Marketing Practice	1.5
EXID 915	Quantitative Decision Making	1.5
EXID 954	Organizational Development	1.5
EXID 918	Managerial Economics	1.5
EXID 933	International Business	1.5
EXID 939	Operations Research and Management	1.5

Second Year

EXID 924	Financial Management I	1.5
EXID 945	Human Resources Management	1.5
EXID 927	Financial Management II	1.5
EXID 948	Labor and Management Relations	1.5
EXID 942	Accounting	1.5
EXID 951	Marketing Management	1.5
EXID 943	Federal Taxation	1.5
EXID 957	Corporate Policy	1.5

continued

EXID 999	Research Topics Seminar	1.5
EXID 921	Executive Development Seminar	1.5
	Total credits	**30.0**

Fire Science

Director: Frederick Mercilliott, Professor of Professional Studies, D.A., Western Colorado University

Fire science is an interdisciplinary master's program designed to provide advanced training for fire service, fire safety, occupational safety and security professionals who are involved with fire protection.

Fire protection specialists require knowledge of the science and methodology for preserving lives and property by preventing or minimizing losses resulting from fires, explosions, accidents and other industrial hazards.

Current national needs indicate that trained fire protection specialists are in extremely limited supply. Initial job opportunities in the insurance field, industry and government service may involve applications engineering, research and product design, buildings and systems design, hazard analysis, sales of equipment or insurance sales.

The fire science program and courses cover a wide range of problems including the proper design arrangement and use of building materials; analysis of fire and explosion hazards; safe design of industrial processes; management of industrial loss control and insurance programs; and safe design, selection and handling of equipment and materials. Training is provided in the design of automatic fire extinguishing and detection systems and the application of fire protection principles to fire department, water supply and building code aspects of community planning.

Students in the fire science degree program are required to complete the required core courses, the concentration in either administration or technology, and elective credits chosen from a variety of applicable courses. A thesis is optional as part of the elective portion of the program.

Students electing to write a thesis must register for thesis credit with the department. The thesis must show the ability to organize material in a clear and original manner and present well-reasoned conclusions. Thesis preparation and submission must comply with Graduate School policy on theses as well as specific department requirements.

Note: Accreditation application to the Board of Governors for Higher Education, State of Connecticut, for the master's degree in fire science is in process.

M.S., Fire Science

Candidates are required to complete 39 credit hours of graduate work, which may include an internship in fire science. Transfer credit from other institutions may be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

Required Courses

FS 625	Chemistry of Fires and Explosions	3
FS 666	Seminar on Industrial Fire Protection	3
FS 667	Fire and Building Codes, Standards and Practices	3
FS 668	Fire and Casualty Insurance Practices	3
FS 669	Dynamics, Evaluation and Prevention of Structural Fires	3
	Concentration	12
	Electives	12
	Total credits	**39**

Concentration in Administration

CS 602	Computing Fundamentals	3
MG 637	Management	3
PA 602	Public Policy Formulation and Implementation	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
	Total credits	**12**

Concentration in Technology

FS 661	Systems Approach to Fire Safety I	3
FS 662	Systems Approach to Fire Safety II	3
FS 670	Special Topics	3
FS 693	Internship	3
	Total credits	**12**

Elective Courses

CJ 635	Statistics in the Public Sector
CJ 649	Fire Investigation and Arson Analysis
CJ 665	Legal Aspects of Fire and Arson Investigation
CJ 676	Security Management Seminar
CJ 677	Private Security in Modern Society
CO 621	Managerial Communication
FS 698/9	Thesis I & II
P 619	Organizational Behavior
P 670	Selected Topics in Psychology
SH 602	Safety Organization and Administration
SH 620	Occupational Safety and Health Law
SO 610	Urban Sociology
SO 620	Sociology of Bureaucracy

In addition, approved courses from the departments of fire science, industrial engineering, management or political science may be taken as electives with the consent of the program director.

See page 103 for the professional certificate in fire science.

Forensic Science

Director: R.E. Gaensslen, Professor of Forensic Scence, Ph.D., Cornell University

Forensic science is a broad, interdisciplinary field in which the natural sciences are employed to analyze and evaluate physical

evidence in matters of the law. The interdisciplinary forensic science program has these concentrations: criminalistics, fire science and advanced investigation. In addition to the M.S. degree programs, professional certificates are offered in all the specialties for those who require only the specialized courses. The criminalistics program provides the advanced technical background for professional laboratory examiners and those wishing to enter the criminalistics field.

The fire science program provides advanced training in arson scene investigation, laboratory analysis of arson-related evidence and related aspects of arson and fire investigation. The advanced investigation program provides advanced training in the forensic sciences and in investigation techniques, and is designed for students interested in identification, crime-scene, investigative and other field work.

The program and courses stress not only up-to-date analytic and scientific methods, but also a broad understanding of the concepts underlying the forensic sciences. Degree programs in forensic science require a sequence of core courses, followed by concentration requirement courses and a flexible offering of electives designed to meet individual needs.

Admission Policy

For admission to the criminalistics concentration in the M.S. in forensic science program, students must have an undergraduate degree in a natural science field. In addition, applicants are required to take the Graduate Record Examination (GRE) and submit their scores to the Graduate School.

For admission to the fire science or advanced investigation concentration in the M.S. in forensic science program, students must have a baccalaureate degree from an accredited institution. The degree need not be in natural sciences, and the GRE is not required.

M.S., Forensic Science

Candidates are required to complete 40 credit hours of graduate work, which may include an internship in a forensic science laboratory. Transfer of credit from other institutions may be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog. *At the time of application to the forensic science master's program, students must specify one of the three areas of concentration.*

Required Courses

CJ 614	Survey of Forensic Science	3
CJ 620	Advanced Criminalistics I	3
CJ 640	Advanced Criminalistics II	3
CJ 653	Physical Analysis in Forensic Science	3
CJ 673	Biomedical Methods in Forensic Science	3
	Concentration	25
	Total credits	**40**

Elective Courses

CJ 608 Law and Evidence
CJ 610 Administration of Justice
CJ 670 Selected Issues in Criminal Justice
CJ 675 Private Security Law

CJ 676	Security Management Seminar
CJ 677	Private Security in Modern Society
CJ 690-1	Research Project I & II
CJ 693	Internship
CJ 695	Independent Study
CJ 697-9	Thesis
SH 602	Safety Organization and Administration
SH 620	Occupational Safety and Health Law
SH 630	Product Safety and Liability

In addition, courses in lists from which one, two or more must be taken, may be taken as electives. Courses listed as requirements for one of the concentrations may be taken as electives for other concentrations with the permission of the director of the program.

Concentration in Advanced Investigation

CJ 616	Advanced Crime Scene Investigation	3
CJ 632	Advanced Investigation I	3
CJ 633	Advanced Investigation II	3
	Electives	13
	Plus one of the following:	
CJ 608	Law and Evidence	3
PS 605	Criminal Law	3
	Total credits	**25**

Concentration in Criminalistics

CJ 621	Advanced Criminalistics I	1
CJ 641	Advanced Criminalistics II	1
CJ 654	Physical Analysis in Forensic Science	1
CJ 674	Biomedical Methods in Forensic Science	1
CJ 693	Criminal Justice Internship I, *or*	
CJ 690	Research Project I	3
	Electives	10-11
	Plus two of the following:	
CH 621	Chemical Forensic Analysis with Laboratory	4
CJ 660	Forensic Microscopy	4
CJ 661	Medicolegal Investigation and Identification	3
CJ 662	Forensic Toxicology	4
CJ 663	Advanced Forensic Serology I	4
CJ 664	Advanced Forensic Serology II	4
	Total credits	**25**

Concentration in Fire Science

CH 625	Chemistry of Fires and Explosions	3
CJ 649	Fire Scene Investigation and Arson Analysis	4
CJ 665	Legal Aspects of Fire and Arson Investigation	3
	Electives	12

continued

Plus one of the following:

CJ 667	Fire and Building Codes, Standards, and Practices	3
CJ 668	Fire and Casualty Insurance Practices	3
CJ 669	Dynamics, Evaluation and Prevention of Structural Fires	3
	Total credits	**25**

Thesis

Students electing to write a thesis must register for thesis credit with the department. The thesis must show an ability to organize material in a clear and original manner and present well-reasoned conclusions. Thesis preparation and submission must comply with Graduate School policy on theses as well as specific department requirements.

See pages 104 for professional certificates in forensic science.

Hotel and Restaurant Management (M.B.A.)

Adviser: Angelo Bentivegna, Professor of Hotel and Restaurant Management, D.Ed., Pennsylvania State University

The hotel and restaurant management program, a concentration in the master of business administration degree, prepares men and women for professional careers in the hospitality industry.

Today's college graduates will find the career paths leading to top management positions in the hotel and restaurant industry to be different from and more difficult than those of the recent past. Considerable hands-on experience together with an M.B.A. will be necessary for those intent on becoming tomorrow's chief hospitality executives and corporate officers.

This program has been designed for those students who have completed an undergraduate degree program in hotel and restaurant management, tourism and travel administration, or other hospitality-related fields.

This program's objectives are to:

- develop analytic skills necessary for the competent and profitable operation of a hospitality facility at the unit or corporate level;
- underscore the importance of those financial, economic, marketing and statistical factors which contribute to the success of a hospitality operation;
- prepare the M.B.A. candidate for a career in hotel and restaurant education.

Career Opportunities

Careers in hotel and restaurant management offer outstanding personal and financial rewards. Graduates of the M.B.A. program face a variety of career possibilities in the United States and abroad, from managing restaurants and food service operations to large hotels, private clubs, resort and housing complexes.

The M.B.A. graduate may seek a challenging and diversified career in operations, accounting, finance or marketing within a hospitality corporation. The food and beverage industry is another alternative for the M.B.A. graduate aspiring to attain an executive or corporate position. The hotel and restaurant management program does not limit the graduate to hospitality fields; students are prepared to enter any field an M.B.A. degree would allow.

Undergraduate Course Requirements

Students holding an undergraduate degree in a field other than hospitality may be required to take up to 30 credits of undergraduate hotel and restaurant management courses.

It should also be noted that the undergraduate course requirements may be taken concurrently with graduate courses. Students should contact the program adviser for the M.B.A. in hotel and restaurant management for more information and planning assistance.

Concentration Courses

A student is required to complete a total of 48 credit hours, with or without a thesis. A master's thesis is recommended but not required.

The program coordinator may approve substitutions based on the student's previous coursework, background in the industry and/or work experience in the industry.

In addition to the previously stated M.B.A. required courses, *with the exception of IB 643 and QA 605* (see page 38), the hotel and restaurant management concentration consists of:

HR 610	Content Seminar in Hotel and Restaurant Management, Dietetics and Tourism	3
HR 640	Haute Cuisine for Hospitality Executives	3
HR 655	Development of Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 670	Special Topics in Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 690	Research in Hotel and Restaurant Management	3
HR 698	Thesis I, *or*	
HR 625	Supervisory and Leadership Development in Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 699	Thesis II, *or*	
HR 630	Personnel and Labor Relations in Hotel, Restaurant, Dietetics and Tourism Operations	3
	Total credits	**21**

Humanities

Coordinator: David E.E. Sloane, Professor of English, Ph.D., Duke University

The M.A. in humanities emphasizes individual understanding and personal thought. Students are encouraged to develop tutorials and seminars or investigate other areas of the graduate school curriculum. An objective of the program is increased personal sensitivity to the surrounding world through growth in a personally designed curriculum. Courses are intended to challenge students to consider their own ethical decisions.

M.A., Humanities

Thirty hours of course work, including six hours devoted to a thesis or portfolio developed in close consultation with a faculty member, are required for an M.A. in humanities.

Required Courses

HU 606	Humanism and Its Methodology	3
	One course in the evolution of human thought in history: HU 601-2; 611; 616; 621; 626; or 661-669 or equivalent	3
	One course in values and ethics: HU 631; 636; 638; 641; 671-679 or equivalent	3
HU 698-9	Thesis I and II	6
	Elective seminars, colloquia, and Independent Study	15
	Total credits	**30**

Industrial Engineering

Coordinator: Ira H. Kleinfeld, Professor of Industrial Engineering, Eng. Sc.D., Columbia University

This program is intended to meet the needs of professionally employed engineers working in an environment where cost effectiveness, high productivity and effective use of resources is crucial. It has been designed to give the student an advanced level of training beyond the baccalaureate, sufficient to prepare for a leadership role in industry, insofar as the practice of industrial engineering is concerned.

The program centers on a core sequence required of all students. It contains courses in analysis and design considered to be of common interest to all industrial engineers of advanced professional standing. (See the notes below regarding waivers related to these core courses.) Students complete the program by choosing elective courses in operations research, human factors, manufacturing engineering, computer science or others that are particularly suited to their professional interests. Electives should be chosen so as to provide a coherent selection meeting the student's needs. Once the student and his or her adviser have agreed on these electives, they shall become a part of the student's program of study. All subsequent changes in electives must be made with the adviser's advance written consent.

Admission Policy

Admission to the program is open to persons holding an undergraduate degree in engineering from a program accredited by the Accreditation Board for Engineering and Technology (ABET). In some cases, an applicant with a degree in a related field may be considered for admission. Applicants with degrees in fields other than industrial engineering will be required to take a number of undergraduate courses or otherwise demonstrate proficiency in several areas normally included in an industrial engineering program.

Though admission decisions are based primarily on an applicant's undergraduate record, the promise of academic success is the essential factor for admission.

M.S.I.E.

The program consists of 48 credit hours. The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog. Required courses may be waived on the basis of undergraduate courses taken at accredited institutions. All waivers must be approved in writing by the department of industrial engineering and are conditional upon subsequent academic performance. In some cases, the program coordinator may permit substitution of relevant courses in place of the required courses.

Required Courses

CS 606	FORTRAN Programming	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 607	Probability Theory	3
IE 609	Descriptive and Inferential Statistics	3
IE 623	Decision Analysis	3
IE 624	Quality Analysis	3
IE 651	Human Engineering I	3
IE 655	Manufacturing Analysis	3
IE 681	System Simulation	3
IE 686	Inventory Analysis	3
IE 688	Design of Experiments	3
	Electives (Approved)	15
	Total credits	**48**

Industrial/Organizational Psychology

Coordinator: Robert D. Dugan, Professor of Psychology, Ph.D., Ohio State University

The field of industrial and organizational psychology is directed toward the solution of a wide variety of human problems in organizational settings. This applied behavioral science and profession serves organizations and their employees in a number of areas, including:

- selection and placement of employees
- human resource management
- application of psychological tests and assessment techniques
- employee performance review
- employee training
- management development
- employee motivation and productivity
- organizational climate
- employee attitude and morale measurement
- organizational change and development
- human resource and personnel policy planning
- job analysis and evaluation
- job design and enrichment
- employee assistance programming
- stress management

The goal of the graduate program is to develop expertise in applying the principles and practice of the science of psychology to improve the effectiveness and satisfaction of people at work. The program provides students with a knowledge of contemporary theory, research and practice in the areas listed above. Specific skills can be acquired through coordinating formal course work with an internship or practicum in an organizational setting. The practicum experience is for the student who is currently employed. The internship is served in one of several cooperating business, social service, health or government organizations. Both the internship and practicum may be taken for graduate credit and are supervised by experienced full-time department faculty members.

Admission Policy

Applicants are expected to possess social and interpersonal characteristics that will support success in organizational settings.

Students who give evidence of a mature interest in the application of psychological principles to organizational problems and who hold an undergraduate degree from an accredited college or university are eligible for admission.

Applicants are required to complete a questionnaire and submit it directly to the Graduate School and may be required to submit scores from either the Miller Analogies Test or the Graduate Record Examination Aptitude Test.

An undergraduate major in psychology is not specifically required as a basis for consideration. However, all students are expected to have at least an introductory-level understanding of psychological concepts, principles and methods before taking courses in the master of arts in industrial/organizational psychology program. Mastery of the content of an introductory undergraduate statistics course is prerequisite to two of the six core courses.

M.A., Industrial/ Organizational Psychology

A total of 39 credit hours is required of candidates for the degree of master of arts in industrial/organizational psychology. Candidates for this degree are required to complete 18 credit hours of required courses in the core curriculum. Another 21 credit hours of electives are chosen after consultation with the program coordinator, or an I/O faculty member, in light of the student's academic and professional goals. Students may not complete more than nine credit hours of electives

until they have satisfied the core requirements. Up to nine credit hours of electives may be taken in other departments, such as industrial engineering, economics, management, marketing or public management.

Transfer Credit

The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer of credit detailed elsewhere in this catalog.

Thesis

Students may elect to write a thesis as part of their program of study. The thesis must show ability to organize materials in a clear and original manner and present well-reasoned conclusions.

Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

Program Options

In response to the different needs and levels of preparation of students in the program, the following four options are available:

Option 1 (Practicum) can be chosen by a student who is currently employed. This option allows the student to become involved in a project that is relevant to industrial/organizational psychology in his or her employing organization. The area of study will ordinarily be outside of the student's regular job assignment. It will be selected by the student's supervisor in conjunction with the student and the faculty adviser.

Option 2 (Internship) gives the student with limited work experience the opportunity to serve an internship in an organizational setting. The content of the internship will be established jointly between the cooperating organization, the faculty adviser and the student.

Option 3 (Thesis) will provide the student planning to pursue doctoral studies with an essential tool—the ability to do empirical research and report writing through the preparation of a thesis.

Option 4 (Electives) consists of elective courses selected under faculty advisement. The choice of electives is intended to provide the student with a broad interdisciplinary background, complementing the student's own academic training and interest.

Normally, the student should not begin work on any of the first three options until at least four core courses are completed.

Required Courses

EC 625	Industrial Relations	3
P 609	Research Methods*	3
P 619	Organizational Behavior	3
P 635	Assessment of Human Performance with Standardized Tests	3
P 640	Industrial Motivation and Morale	3
P 645	Seminar in Industrial/Organizational Psychology	3
	Elective option**	21
	Total credits	39

continued

Elective Options

Option 1

P 678	Practicum I	3
P 679	Practicum II	3
	Electives**	15

Option 2

P 693	Organizational Internship I	3
P 694	Organizational Internship II	3
	Electives**	15

Option 3

P 698	Thesis I	3
P 699	Thesis II	3
	Electives**	15

Option 4

	Electives**	21

* Undergraduate preparation in statistics is prerequisite.

** The choice of electives is made in consultation with a departmental adviser in light of the student's academic and professional goals.

See page 93 for the senior professional certificate in applications of psychology.

Industrial Relations

Coordinator: Wilfred Harricharan, Professor of Management, Ph.D., Cornell University

Environmental forces over the past two decades have created a demand for greater sophistication and professionalism from those responsible for personnel functions within all organizations whether public or private, profit or non-profit, unionized or not. More and more companies and institutions are requiring the services of people conversant with both the large body of available tools and the constraints that have evolved during this period. The program leading to the master of science degree in industrial relations represents a flexible response to this demand.

Industrial relations, as a management and behavioral science discipline, is concerned with all aspects of the employment relationship and, in particular, with the organization's maintenance of the human resources necessary to achieve organizational objectives. As an academic discipline and profession, industrial relations is an interdisciplinary, problem-solving field that attempts to maintain harmony and resolve conflicts among the four major parties to the employment relationship—employees, employers, government and, where applicable, unions.

The M.S. in industrial relations program is aimed at people presently employed in or aspiring to positions in various kinds of organizations in the field of employment, training and development, wage and salary administration, employee services and benefits, labor-management relations, job and organizational design, labor economics and manpower planning.

Because of the diversity of student interests and employment demand, the program is flexible. The required courses in the program are drawn from the disciplines of economics, management and psychology. There is a great deal of flexibility in elective courses including options in management, psychology, public administration, marketing, economics, accounting, quantitative analysis, industrial engineering and others. As a result the student will find it possible, to a large extent, to tailor the curriculum to his or her specific needs and interests.

Admission Policy

Admission is open to individuals holding a baccalaureate degree from an accredited institution of higher education. While not an absolute necessity, the undergraduate degree should preferably be in business administration, public administration or in a social or behavioral science (e.g., economics, history, political science, psychology or sociology). Admission is also open to full-time employed professionals in personnel and industrial relations holding a baccalaureate degree in any field from an accredited institution.

Though admissions decisions are usually based on an applicant's undergraduate record, in some cases the applicant may be required to submit scores from the Graduate Management Admissions Test (GMAT). A personal interview with the industrial relations program coordinator may also be required.

M.S., Industrial Relations

A minimum total of 39 graduate credit hours is required for the master of science degree in industrial relations. Of these, fifteen hours are in approved elective courses. A student may opt to complete a thesis in lieu of two elective courses.

A sample of available elective courses follows.

Required Courses

EC 625	Industrial Relations	3
EC 627	Economics of Labor Relations	3
EC 687	Collective Bargaining	3
MG 637	Management	3
MG 645	Management of Human Resources	3
MG 678	Personnel Management Seminar	3
MG 679	Industrial Relations Seminar	3
P 619	Organizational Behavior	3
	Electives (Approved)	15
	Total credits	**39**

continued

Electives

(Other courses may qualify subject to approval of the coordinator.)

A 609	State and Local Taxation
CO 621	Managerial Communication
EC 629	Public Policies Toward Business
HR 630	Personnel and Labor Relations in Hotel, Restaurant, Dietetics and Tourism Operations
IE 604	Management Systems
MG 640	Management of Health Care Organizations (in lieu of MG 637)
MG 661	Development of Management Thought
MG 662	Organization Theory
MG 663	Leadership in Organizations
MG 664	Organizational Effectiveness
MG 665	Compensation Administration
MG 680	Current Topics in Business Administration
P 620	Industrial Psychology
P 628	The Interview
P 635	Assessment of Human Performance with Standardized Tests
P 640	Industrial Motivation and Morale
P 641	Personnel Development and Training
PA 620	Personnel Administration and Collective Bargaining in the Public Sector
PA 650	Administrative Law
QA 604	Probability and Statistics
SH 608	Industrial Hygiene Practices
SO 601	Minority Group Relations

Management Systems (Sc.D.)

Director: William R. Bockley, Associate Professor of Management, Ph.D., Boston College

The doctor of science in management systems is a terminal, applied research-oriented degree in a broad and rapidly evolving subfield of management. It is designed for a mid- to upper-level corporate and organizational management audience for whom few comparable programs are available. Accordingly, part-time as well as full-time courses of study are offered. Although the program was designed with a corporate sector audience in mind, consideration for admission is not limited to this group. The program can serve to provide an appropriate terminal degree for individuals wishing to enter academic positions in the field of management.

Admission Policy

All decisions on admission to the UNH doctor of science program are made on an individual basis by a Doctoral Admissions Committee. All applicants must:

- provide evidence of an earned baccalaureate degree from an accredited college or university;
- arrange to take either the GRE or GMAT and have the scores reported to the university; and
- submit three letters of recommendation.

Application to the doctoral program requires special forms which are available from the Graduate School Admissions office.

Applicants providing evidence of an earned M.B.A. from an accredited college or university with a minimum QPR of 3.2 will be considered for admission when they have met the above requirements for all applicants.

Applicants providing evidence of an earned master's degree other than an M.B.A. from an accredited college or university with a minimum QPR of 3.2 will be required to pass written master's level competency examinations in management, economics, statistics, finance and accounting prior to matriculation, provided that they have met the above criteria for all applicants and are otherwise deemed qualified for admission.

Applicants without master's degrees will be required to carry out Tier I course work or earn a master's degree prior to being considered for matriculation in the doctoral program. Those choosing to earn master's degrees are subject to the requirements for master's degree holders specified above.

To provide for the special needs of working people, the UNH doctoral program offers the opportunity for part-time as well as full-time study. Full-time doctoral study at UNH consists of registration for a minimum of four and a maximum of six doctoral courses per academic year of three trimesters. No student will be permitted to enroll in more than two doctoral courses per trimester. Part-time doctoral study will consist of registration for a minimum of two doctoral courses per academic year.

Note: The Sc.D. program is licensed by the Board of Governors for Higher Education of the State of Connecticut and accreditation is in process. The Sc.D. program will be evaluated for New England Association of Schools and Colleges accreditation in the spring of 1988.

Sc.D., Management Systems

The three segments of the doctoral program are: ten core courses, written and oral comprehensive examinations, and the completion and defense of a dissertation representing the results of original research in conjunction with a faculty adviser and a dissertation committee.

Tier I – Concentrations

Concentration in Systems & Productivity Analysis

A 621	Managerial Accounting	3
EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis	3
EC 621	Economic History of the Western World	3
EC 630	Structure of American Industry	3
EC 633	Managerial Economics	3
FI 615	Finance	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 604	Management Systems	3
IE 611	Budgeting and Control	3

continued

IE 614	Data Information Systems	3
MG 637	Management	3
MK 609	Marketing	3
P 619	Organizational Behavior	3
QA 604	Probability and Statistics, *and*	
QA 605	Advanced Statistics	
	or	
IE 607	Probability Theory, *and*	
IE 609	Descriptive and Inferential Statistics	6
	Total credits	**48**

Concentration in Organizational Behavior

A 621	Managerial Accounting	3
EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis	3
EC 629	Public Policies Towards Business	3
EC 630	Structure of American Industry	3
FI 615	Finance	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 604	Management Systems	3
MG 637	Management	3
MG 662	Organization Theory	3
MK 609	Marketing	3
P 619	Organizational Behavior	3
P 620	Industrial Psychology	3
PL 601	Business Ethics	3
QA 604	Probability and Statistics, *and*	
QA 605	Advanced Statistics	
	or	
IE 607	Probability Theory, *and*	
IE 609	Descriptive and Inferential Statistics	6
	Total credits	**48**

Concentration in Public Administration

EC 603	Microeconomic Analysis	3
EC 604	Macroeconomic Analysis	3
EC 608	Economics for Public Administrators	3
EC 630	Structure of American Industry	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 604	Management Systems	3
IE 614	Data Information Systems	3
MG 637	Management	3
MK 609	Marketing	3
PA 601	Principles of Public Administration	3
PA 604	Communities and Social Change	3
PA 630	Fiscal Management for Local Government	3
PA 632	Public Finance and Budgeting	3
PL 601	Business Ethics	3
QA 604	Probability and Statistics, *and*	
QA 605	Advanced Statistics	
	or	
IE 607	Probability Theory, *and*	
IE 609	Descriptive and Inferential Statistics	6
	Total credits	**48**

Tier II – Core Program

Students not accepted directly into the core program may enroll in Tier II core courses only after satisfactory completion of the required preliminary examinations. The core courses, identified by 700-level prefixes, are restricted to doctoral students. The uniform core is required of all students in the program and leads to the comprehensive qualifying examinations for candidacy. All core courses must be taken in residence at the university. The residency requirement for all graduate degrees is 30 credits. See course descriptions, page 153.

Management Systems

EC 703	Forecasting and Econometrics	3
EC 704	Public and Private Policy Interfaces	3
FI 701	Seminar in Financial Policy	3
IE 704	Seminar in Management and Control Systems	3
MG 701	Research Design I	3
MG 702	Research Design II	3
MG 737	Seminar in Management—Current Topics	3
MG 738	Policy and Strategic Decision Making	3
MK 701	Seminar in Strategic Marketing	3
P 719	Seminar in Human Resources	3
	Total credits	**30**

Comprehensive qualifying examinations will consist of two parts: written and oral. The written portion of the examination will be scheduled following completion of all course work. The oral portion of the examination will be scheduled some time after successful completion of the written examination.

A dissertation is required of all candidates for the Sc.D. degree. After passing the comprehensive examinations, a candidate will select (or be assigned) an advisory committee. The dissertation committee will be composed of three University of New Haven full-time faculty members and two persons from outside the University who will act as dissertation readers. The outside persons shall hold earned doctorates and shall have expertise in the area of the dissertation focus. Doctoral dissertations must be based on original research. Candidates are encouraged to select dissertation topics that are oriented toward applied management problems. The dissertation will contain the research problem and background, the research methods and approaches used, and the results and discussion of the results. The exact definition of the research problems and the research methods will be formulated by the candidate in consultation with the dissertation adviser and with the approval of the dissertation committee. A candidate is expected to maintain continuous registration and to complete the dissertation within five years of filing the required research proposal.

Mechanical Engineering

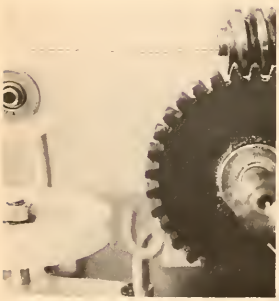
Coordinator: John Sarris, Professor of Mechanical Engineering, Ph.D., Tufts University

This program is intended to meet the needs of professionally employed engineers and scientists for academic work beyond the baccalaureate level. It has been designed to increase competence in modern analysis and synthesis techniques as they apply to engineering design.

The program centers on a core sequence which all students are expected to take. The core courses contain advanced methods of analysis and design which are of common interest in engineering work. Students complete the program by electing a series of courses in mechanical engineering particularly suited to their current professional interests. Early in the program, students, with the approval of their advisers, prepare a detailed plan ensuring an overall educational experience that is integrated and logical.

All decisions regarding both core and elective requirements are subject to final approval by the student's adviser.

M.S.M.E.



A minimum of 36 credits must be completed to earn the master of science degree in mechanical engineering. Transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit. A thesis is optional but highly recommended for students wishing to study in depth particular areas of interest under the guidance of a faculty member. Thesis topics should be approved by the faculty adviser when the student has completed 18-21 graduate credits. Students should contact the coordinator for thesis advisers in these specialized areas: acoustics/aerodynamics, fluids/biomechanics, gas dynamics, heat transfer/thermodynamics, applied mechanics/optics, systems analysis/machine design, materials/metallurgy, random vibrations/numerical analysis, solid mechanics/computer-aided design. Thesis preparation and submission must comply with the Graduate School policy on theses as well as all specific department requirements.

Required Courses

ME 602	Mechanical Engineering Analysis I	3
ME 620	Classical Thermodynamics	3
ME 625	Mechanics of Continua	3
ME 635	Dynamic Systems and Controls	3
	Electives	24
	Total credits	**36**

Elective Courses*

M 624	Applied Mathematics	3
ME 604	Mechanical Engineering Analysis II	3
ME 605	Finite Element Methods in Engineering	3
ME 610	Advanced Dynamics	3
ME 611	System Vibrations	3
ME 613	Fundamentals of Acoustics	3

ME 615	Theory of Elasticity	3
ME 622	Statistical Mechanics	3
ME 628	Modern Materials	3
ME 630	Advanced Fluid Mechanics	3
ME 632	Advanced Heat Transfer	3
ME 638	Measurement and Instrumentation in Mechanical Engineering	3
ME 645	Computational Fluid Dynamics and Heat Transfer	3
ME 670	Special Topics-Mechanical Engineering	3
ME 695	Independent Study I	3
ME 696	Independent Study II	3
ME 698-9	Thesis I and II	6

* With the coordinator's approval, two of the elective courses may be non-M.E. courses.

Occupational Safety and Health Management

Coordinator: Brad T. Garber, Professor of Occupational Safety and Health, Ph.D., University of California at Berkeley

The M.S. program is designed to develop the skills required to manage a comprehensive safety and health program. It will accommodate both active practitioners and persons who wish to enter this dynamic field. An in-depth education is provided through a program of 30 credit hours of required courses and 18 credit hours of electives. The courses provide training in both the technical and management areas.

Specifically, the graduates of the program will have received extensive instruction in how to:

- evaluate the quality and effectiveness of existing safety programs;
- conduct surveys for health and safety hazards;
- institute programs to improve safety and health performance;
- establish accident prevention procedures;
- implement control measures to eliminate or reduce hazards;
- recommend methods of compliance with local, state and federal regulations with voluntary standards;
- manage occupational safety and health programs in industry, government and labor unions.

Admissions Policy

Admission to the master of science in occupational safety and health management program is open to persons who hold a baccalaureate degree from an accredited institution. Undergraduate courses in general chemistry, general physics, biology, statistics, psychology, and accounting are required. The degree candidate may be required to submit scores from the Graduate Record Examination. Students who do not meet all requirements will be evaluated on an individual basis.

continued

M.S., Occupational Safety and Health Management

Candidates are required to complete 48 credit hours of graduate work. Transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit noted elsewhere in this catalog. Consideration for waiver of core courses on the basis of undergraduate experience is at the discretion of the program coordinator.

The student will choose twelve credit hours of electives in consultation with the adviser. Students also must take six hours of SH 693/694 Internship, SH 695/696 Independent Study, or SH 698/699 Thesis.

Required Courses

IE 651	Human Engineering I	3
MG 637	Management	3
P 619	Organizational Behavior	3
QA 604	Probability and Statistics	3
SH 602	Safety Organization and Administration	3
SH 605	Industrial Safety Engineering	3
SH 608	Industrial Hygiene Practices	3
SH 615	Toxicology	3
SH 620	Occupational Safety and Health Law	3
SH 630	Product Safety and Liability	3
	Electives	18
	Total credits	**48**

Elective Courses*

CE 602	Wastewater Treatment	3
CE 607	Water Pollution Control Processes	3
CH 601	Environmental Chemistry	3
EN 602	Environmental Effects of Pollutants	3
EN 610	Environmental Health	3
FS 666	Seminar on Industrial Fire Protection	3
IE 612	Managerial Interactions I	3
MG 664	Organizational Effectiveness	3
MG 678	Personnel Management Seminar	3
P 640	Industrial Motivation and Morale	3
SH 611	OSH Seminar	3
SH 660	Industrial Ventilation	3
SH 661	Microcomputers in Occupational Safety and Health	3
SH 665	Occupational Safety and Health Measurements	3
SH 670	Selected Topics	3
SH 690-1	Research Project I and II	1-3 each
SH 693-4	OSH Internship I and II	1-3 each
SH 695-6	Independent Study I and II	1-3 each
SH 698-9	Thesis I and II	6

*Other courses may be substituted with the consent of the program coordinator.

Operations Research

Coordinator: Ira H. Kleinfeld, Professor of Industrial Engineering, Eng. Sc.D., Columbia University

Operations research has become an important professional discipline in recent years. Complex technical problems have been examined and solved using advanced mathematical techniques and computers. The master of science in operations research curriculum provides thorough coverage of the theory, methodology and application of these techniques. The program is designed to prepare qualified applicants with solid mathematics training—but from otherwise diverse backgrounds—to deal with important industrial, business, commercial and governmental problems.

The program centers on a sequence of core courses recognized to be of common interest to all operations research practitioners of advanced professional standing. Students complete the program by choosing elective courses in operations research, computer science, mathematics or other courses that are particularly suited to their professional interests. Electives should be chosen so as to provide a coherent selection meeting the student's needs. Once the student and an adviser have agreed to these electives, they shall become a part of the student's program of study. All subsequent changes in electives must be made with the adviser's advance written consent.

M.S., Operations Research

The program consists of 48 credit hours. The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog. Required courses may be waived on the basis of undergraduate courses taken at accredited institutions. All waivers must be approved in writing by the department of industrial engineering and are contingent upon subsequent academic performance. In some cases, the coordinator may permit substitution of relevant courses in place of the required courses.

Required Courses

CS 606	FORTRAN Programming	3
IE 601	Introduction to Operations Research/ Management Science	3
IE 607	Probability Theory	3
IE 609	Descriptive and Inferential Statistics	3
IE 621	Linear Programming	3
IE 622	Queueing Theory	3
IE 625	Advanced Mathematical Programming	3
IE 681	System Simulation	3
IE 685	Theory of Optimization	3
IE 687	Stochastic Processes	3
IE 688	Design of Experiments	3
M 610	Fundamentals of Calculus	3
	Electives (Approved)	12
	Total credits	**48**

Public Administration

Coordinator: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

The general purpose of the master of public administration degree is the training of men and women at the graduate level for public service careers. Specifically, the program strives to:

- equip students with modern analytic and quantitative tools of decision making and their application to complex problems of government and non-profit organizations;
- expose students to the wide range of administrative and managerial problems and responsibilities in the public sector; and
- increase the student's knowledge and skills in the particular management functions of budgeting, planning, public policy formulation, public finance, public personnel administration and collective bargaining.

M.P.A.

Forty-two graduate credit hours are required of candidates for this degree. Of the 15 credit hours of electives in the M.P.A. program, six credit hours may be taken in graduate courses offered in other programs such as psychology, criminal justice, economics and industrial engineering.

Required Courses

EC 608	Economics for Public Administrators	3
PA 601	Principles of Public Administration	3
PA 602	Public Policy Formulation and Implementation	3
PA 604	Communities and Social Change	3
PA 611	Research Methods in Public Administration	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
PA 625	Administrative Behavior	3
PA 632	Public Finance and Budgeting	3
PA 690	Research Seminar	3
	Electives or Concentration	15
	Total credits	**42**

See page 100 for the senior professional certificate in public management.

Concentration in City Management

The courses selected for this concentration will enable local government practitioners to develop and make better use of their personnel and budgetary resources. This ability is especially important today, as the federal government is reducing its fiscal support to local governments.

Students choosing the concentration in city management will take the required core curriculum of nine courses and follow the city management concentration in lieu of their five elective courses.

PA 630	Fiscal Management for Local Government	3
PA 660	Urban Planning: Theory and Practice	3
PA 661	Problems of Metropolitan Areas	3
PS 616	Urban Government	3
	Plus one of the following:	
CJ 644	Police in Urban Society	3
EC 665	Urban and Regional Economic Development	3
P 610	Program Evaluation	3
SO 610	Urban Sociology	3
	Total credits	**15**

Concentration in Health Care Management

This concentration is designed for those individuals currently in health care management or those who anticipate a career in health care management. Courses provide students with the conceptual and practical skills necessary for the management of a health care organization.

Students choosing the health care concentration will take the core curriculum of nine courses and follow the health care concentration in lieu of their five elective courses.

MG 640	Management of Health Care Organizations	3
PA 641	Financial Management of Health Care Organizations	3
PA 643	Health and Institutional Planning	3
PS 635	Law and Public Health	3
	Plus one of the following:	
PA 642	Health Care Delivery Systems	3
PA 644	Administration of Programs and Services for the Aged	3
PA 645	Health Care Economics and Finance	3
PA 646	Management of Long Term Care Facilities	3
PA 670	Selected Topics	3
	Total credits	**15**

Concentration in Personnel and Labor Relations

The concentration in personnel and labor relations is designed to meet the need for better trained personnel and labor relations specialists in the public sector. The public sector has experienced a growth in union membership, but has not had a corresponding growth in the capability to deal with public sector/union relationships. In addition, the courses in this concentration will provide training for public administrators in areas such as employee motivation, organizational change and group dynamics.

Students choosing this concentration will take the required core curriculum of nine courses and follow the personnel and labor relations concentration in lieu of their five elective courses.

MG 645	Management of Human Resources	3
	*Plus two of the following:**	
EC 625	Industrial Relations	3
EC 627	Economics and Labor Relations	3
EC 687	Collective Bargaining	3

continued

*Plus two of the following:***

P 620	Industrial Psychology	3
P 628	The Interview	3
P 632	Group Dynamics and Group Treatment	3
P 640	Industrial Motivation and Morale	3
P 642	Organizational Change and Development	3
	Total credits	**15**

*Prerequisite for this group: EC 608 Economics for Public Administrators, or permission of the M.P.A. coordinator.
**Prerequisite for this group: PA 625 Administrative Behavior, or permission of the M.P.A. coordinator.

Taxation

Coordinator: Robert E. Wnek, Associate Professor of Accounting, LL.M., Boston University School of Law, C.P.A.

The decision by government to utilize its taxing authority to pursue a variety of economic and social goals has led to the development of a complex body of tax law. Given the dynamic state of society's economic and social goals, the body of tax law characteristically exists in a continual state of change.

The complexity of tax law is significant because of its influence on the economic decision-making process and because of its impact on the successful achievement of society's goals. Tax consequences have been and will continue to be an important financial consideration.

Program Objectives

In recognition of the above, a need to prepare technically competent individuals for careers in the field of taxation has developed. Owing to the complex and dynamic nature of tax law, it appears appropriate to conduct this preparation at an advanced level of inquiry with an emphasis upon examining the issues of current interest in taxation. Accordingly, the master of science program in taxation has been designed as a framework to accomplish the following objectives:

- to prepare students for technical competence in understanding and interpreting tax law,
- to familiarize students with the administrative structure and procedures of the Internal Revenue Service,
- to inform students about approaches to independent research in the field of tax law,
- to offer an understanding of the role tax law plays in social and economic policy.

Given the above objectives, the master of science program in taxation provides a framework through which advanced and timely tax training can be acquired by experienced professionals (accountants and attorneys) practicing in the field of taxation, as well as individuals

seeking to prepare themselves for entry into career positions in taxation.

Admission Policy

Admission to the program is available to C.P.A.s, attorneys and persons holding an undergraduate degree from an accredited institution, preferably, but not exclusively, in accounting or in business administration with a major in accounting. Persons holding other than the above degrees will be required to take a number of selected undergraduate courses as a condition of admission. Admission is based primarily on an applicant's undergraduate record; however, the promise of academic success is the essential factor for admission. In support of applications, applicants may submit their scores from the Graduate Management Admissions Test (GMAT). An applicant may be required to take this test.

M.S., Taxation

A total of 36 credit hours, including a research project, is required for the master of science in taxation degree. Students must fulfill the requirements of *either* the public taxation specialization *or* corporate taxation specialization. The transfer of credit from other institutions will be permitted subject to the Graduate School policy on transfer credit detailed elsewhere in this catalog.

Public Taxation Specialization

A 601	Individual Income Taxation	3
A 602	Sales and Exchanges of Property	3
A 603	Qualified Retirement Plans	3
A 604	Corporate Income Taxation I	3
A 605	Corporate Income Taxation II	3
A 607	Tax Accounting	3
A 608	Estate and Gift Taxation	3
A 614	Federal Tax Practice and Procedure	3
A 615	Research Project in Federal Income Taxation	3
	Plus three of the following:	
A 606	Corporate Income Taxation III	3
A 609	State and Local Taxation	3
A 610	Consolidated Returns	3
A 611	Income Taxation of Estates and Trusts	3
A 612	International Taxation	3
A 613	Taxation of Partnerships and Partners	3
A 670	Selected Topics (Approved)	3
	Total credits	**36**

Corporate Taxation Specialization

A 601	Individual Income Taxation	3
A 602	Sales and Exchanges of Property	3
A 604	Corporate Income Taxation I	3
A 605	Corporate Income Taxation II	3
A 607	Tax Accounting	3
A 610	Consolidated Returns	3
A 612	International Taxation	3

continued

A 614	Federal Tax Practice and Procedure	3
A 615	Research Project in Federal Income Taxation	3
	Plus three of the following:	
A 603	Qualified Retirement Plans	3
A 606	Corporate Taxation III	3
A 608	Estate and Gift Taxation	3
A 609	State and Local Taxation	3
A 611	Income Taxation of Estates and Trusts	3
A 613	Taxation of Partnerships and Partners	3
A 670	Selected Topics (Approved)	3
	Total credits	**36**

For practitioners wishing to improve or update their tax skills but uncertain about pursuing a master's in taxation, two senior professional certificate programs are offered: Taxation of Individuals (Option I) and Taxation of Corporations (Option II), as described on page 101.

Practicing C.P.A.s in need of continuing education credits and others seeking to expand their tax background should consider this alternative.

Tourism and Travel Administration (M.B.A.)

Adviser: Elisabeth Van Dyke, Assistant Professor of Tourism and Travel Administration, Ph.D., Columbia University

The tourism and travel administration program, a concentration in the master of business administration degree, prepares men and women for professional careers in the travel industry.

Forecasters have predicted that by the 1990s tourism and its related industries will be the leading economic factor not only in the United States, but in most nations throughout the world.

Academic training for tourism industry careers has increased at an unprecedented rate during the last decade. More than 50 two-year college programs are in place. On the four-year level, the University of New Haven is one of only a few universities in the country offering a complete bachelor's degree in the field. The M.B.A. concentration in tourism and travel is the first program of its kind in the nation.

This program's objectives are to:

- offer an in-depth knowledge of the travel and tourism industry;
- underscore the interrelationship of the travel and tourism industry with national and international endeavors of business, government and multinational organizations;
- develop the analytic skills necessary for managerial responsibility in all facets of the tourism industry.

Career Opportunities

As the travel and tourism industry continues its expansion, an outstanding variety of careers becomes available in all phases of the

industry. Graduates of the M.B.A. program can pursue managerial careers in the United States as well as overseas. Challenging careers exist with international corporations and government agencies in the fields of aviation and tourism promotion. International tourism organizations, many of which are now affiliated with the United Nations, seek trained managers to staff overseas headquarters.

State, regional and city tourism offices, travel wholesalers, tour operators and travel conglomerates have turned to the academic world for qualified personnel. As college and university programs in tourism increase, a teaching career becomes a viable alternative.

Undergraduate Course Requirements

Students holding an undergraduate degree in a field other than tourism and travel may be required to take up to 30 credits of undergraduate courses in tourism and travel administration.

It should be noted that the undergraduate course requirements may be taken concurrently with graduate courses. Students should contact the program adviser for the M.B.A. concentration in tourism and travel administration for more information and planning assistance.

Concentration Courses

A student is required to complete a total of 48 credit hours, with or without a thesis. A master's thesis is recommended but not required.

The program adviser may approve substitutions based on previous coursework, background in the industry and/or work experience in the industry.

In addition to the previously stated M.B.A. required courses, *with the exception of IB 643 and QA 605* (see page 38), the tourism and travel administration concentration consists of:

TT 610	Legal Aspects of the Travel Industry	3
TT 620	Deregulation: A New Era in the Travel Industry	3
TT 625	Travel Industry Human Resources Development, *or*	
MG 645	Management of Human Resources	3
TT 630	International Tourism and Travel	3
TT 635	Corporate Travel	3
TT 698	Thesis I, *or*	
TT 640	Travel Industry Business Dynamics	3
TT 699	Thesis II, *or*	
TT 660	Comparative Tourism	3
	Total credits	**21**

Senior Professional Certificates

These programs are limited to those already holding an advanced degree who want additional graduate study in a coherent program.

Inasmuch as the senior professional certificate is not a degree, a student may transfer credits earned for a certificate into a master's program at any time, subject to the requirements of the master's degree

and the decision of the coordinator of the master's program, and to acceptance in the master's program. Professional certificates, for those without advanced degrees, are available in criminal justice, fire science, forensic science, health care management, industrial hygiene, occupational safety, and public administration.

A student completing work in a certificate program does not attend commencement but will receive a certificate. A petition for certification must be filed with the graduate registrar and the appropriate fee paid. When the course work is reviewed and found complete, the certificate will be mailed to the student. A minimum Q.P.R. of 3.0 is required in courses taken at the university as part of the senior professional certificate program.

Senior Professional Certificate Requirements

The programs consist of 15 or 18 credits, depending upon the area chosen. Students, having chosen the area of study, should contact the adviser who is listed for that particular area. Students must meet all course prerequisite requirements.

Course waivers are not permitted in the senior professional certificate programs; course substitutions may be granted by the adviser.

Programs of Study

A broad range of senior professional certificates is offered. The programs are the following:

Accounting
- I: Financial Accounting
- II: Managerial Accounting
- III: Accounting Information Systems

Applications of Psychology
Computer and Information Science
Dietetics Administration
Economic Forecasting
Finance
General Management
Gerontology
Health Care Management
Hotel and Restaurant Management
Human Resources Management
International Business
Marketing
- I: Marketing
- II: Quantitative Techniques in Marketing

Media in Business
Occupational Safety and Health Management
Public Management
- I: Survey of the Field
- II: Urban and Regional Planning and Management
- III: Public and Personnel Management

Quantitative Analysis
Taxation
- I: Taxation of Individuals
- II: Taxation of Corporations

Telecommunication Management

Accounting

Adviser: Michael J. Rolleri, Assistant Professor of Accounting, M.B.A., University of Connecticut, C.P.A.

The certificates in accounting are recommended to students and professionals whose education already includes an accounting degree and who wish to pursue accounting at an advanced level without necessarily enrolling in the full graduate program. It is especially recommended to certified public accountants who wish to obtain continuing professional education credits in an academic environment.

Option I: Financial Accounting

Any five of the following:

A 650	Advanced Accounting Theory	3
A 651	Financial Accounting Seminar	3
A 652	Advanced Auditing	3
A 653	Accounting for the Not-for-Profit Organization	3
A 654	Financial Statements: Reporting and Analysis	3
A 656	International Accounting	3
	Total credits	**15**

Option II: Managerial Accounting

Any five of the following:

A 621	Managerial Accounting	3
A 641	Accounting Information Systems	3
A 642	Operational Auditing	3
A 661	Managerial Accounting Seminar	3
FI 615	Finance	3
FI 645	Corporate Financial Theory	3
FI 651	Portfolio Management and Capital Market Analysis	3
	Total credits	**15**

Option III: Accounting Information Systems

A 641	Accounting Information Systems	3
A 642	Operational Auditing	3
A 652	Advanced Auditing	3
	Plus any two accounting systems or computer science courses	6
	Total credits	**15**

Other courses may be substituted with consent of the program adviser.

Applications of Psychology

Adviser: Thomas L. Mentzer, Professor of Psychology, Ph.D., Brown University

This certificate program in applications of psychology is designed to assist professionals who wish to acquire specific kinds of skills in areas dealing with human services or personnel functions. This program can be tailored to the needs of either one whose master's degree is in a non-psychological field or one with a master's degree in psychology who wishes to broaden skills to a new area of psychology. Courses will be selected depending upon the student's career objectives and academic preparation. These courses may be from the following list, but other courses, independent study, or special topics courses may be chosen where appropriate.

continued

Any five of the following:

P 610	Program Evaluation	3
P 621	Behavior Modification	3
P 623	Psychology of the Small Group	3
P 627	Attitude and Opinion Measurement	3
P 628	The Interview	3
P 629	Introduction to Psychotherapy and Counseling	3
P 630	Psychology of Personality	3
P 631	Social Psychology	3
P 632	Group Dynamics and Group Treatment	3
P 633	Problems of Drug Abuse	3
P 636	Abnormal Psychology	3
P 638	Psychology of Communication and Opinion Change	3
P 641	Personnel Development and Training	3
P 642	Organizational Change and Development	3
P 650	Ecological Psychology	3
	Total credits	**15**

Computer and Information Science

Adviser: Roger G. Frey, Professor of Computer Science, Ph.D., Yale University

This certificate provides a set of courses central to the study of computers and computing. Its domain of application includes both scientific and business computing.

CS 603	Pascal Programming	3
CS 616	Assembly Language	3
CS 620	Data Structures	3
CS 622	Database Systems	3
CS 624	Software Engineering	3
	Total credits	**15**

Note: Students with insufficient computing background may be required to take CS 602, Computing Fundamentals, in order to enter the program courses with adequate preparation.

Dietetics Administration

Adviser: Margaret O'Donnell, Assistant Professor of Dietetics and Institutional Management, M.A., New York University

This certificate is designed for those students who wish to become effective professional managers in health care. It is designed to expand the student's awareness of organizational structures and to underscore the importance of those financial, economic, marketing and statistical factors which contribute to the success of a health care organization.

DI 635	Applied Dietetics for Health Care Professionals	3
DI 690	Research in Dietetics and Institutional Management	3
HR 610	Content Seminar in Hotel and Restaurant Management, Dietetics and Tourism	3
HR 655	Development of Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 670	Special Topics in Hotel, Restaurant, Dietetics and Tourism Operations	3

SC 615	Life Cycle Nutrition, *or*	
SC 616	Geriatric and Advanced Nutrition	3
	Total credits	**18**

Economic Forecasting

Adviser: John J. Teluk, Professor of Economics, M.A., Free University of Munich

This certificate is designed to provide preparation for positions which involve forecasting and modeling. Students enrolled in this program are expected to have knowledge of computer use, especially FORTRAN.

EC 604	Macroeconomic Analysis	3
EC 645	Seminar in Macroeconomic Policy	3
EC 653	Econometrics	3
QA 607	Forecasting	3
	Plus one of the following:	
EC 629	Public Policies Toward Business	3
EC 630	Structure of American Industry	3
EC 633	Managerial Economics	3
	Total credits	**15**

Finance

Adviser: Robert Rainish, Professor of Finance, Ph.D., City University of New York

The goal of the finance certificate is to prepare individuals for the expanding sector of financial services and modern corporate financial management. The program stresses the understanding of the conceptual foundations of finance and uses of analytic techniques, with special emphasis on the implications and applications of the financial concepts. Senior certificate candidates are required to meet the prerequisites for FI 615. It is *strongly recommended* that the student contact the finance coordinator as early as possible to plan the appropriate sequence of courses.

FI 615	Finance	3
	Plus four of the following:	
FI 617	Financial Institutions and Capital Markets	3
FI 619	Monetary and Central Banking Policy	3
FI 620	Working Capital Management and Planning	3
FI 645	Corporate Financial Theory	3
FI 649	Security Analysis	3
FI 651	Portfolio Theory and Capital Market Analysis	3
FI 655	Speculative Market Analysis	3
	Total credits	**15**

Other courses may be substituted with the written approval of the program adviser.

General Management

Adviser: Wilfred Harricharan, Professor of Management, Ph.D., Cornell University

The program is designed to develop students' conceptual knowledge and skills in formulating corporate strategy and in determining structural and resource requirements. The program focuses on concepts and processes useful in relation to general management and on functional responsibilities in coordinating and directing the organizational effort in our ever-changing economic environment. Note that MK 609 and MG 637 are prerequisites for the certificate.

MG 663	Leadership in Organizations	3
MG 664	Organizational Effectiveness	3
MG 669	Business Policy and Strategy	3
	Plus three of the following:	
MG 660	Comparative Management	3
MG 662	Organization Theory	3
MG 675	Readings in Management	3
MG 680	Current Topics in Business Administration	3
	Total credits	**18**

Other management courses may be permitted as substitutions with the approval of the program adviser.

Gerontology

Adviser: Judith B. Gordon, Associate Professor of Sociology, Ph.D., University of Michigan

This certificate in gerontology is designed to enhance existing skills of professionals working with the elderly in social work, law, medicine, nursing and other related fields.

Students are expected to plan a sequence of courses with the faculty adviser at the start of the program. Elective courses will be selected depending upon a student's interests, career objectives and academic preparation.

P 672	Psychology of the Middle and Later Years	3
SO 651	Social Gerontology	3
SO 695	Independent Study I	3
SW 652	Human Services and the Elderly: Programs, Planning, Policies	3
	Plus two electives, by advisement	6
	Total credits	**18**

Health Care Management

Adviser: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

This certificate program will be useful for decision makers employed in the public, private or non-profit sectors of the health care field. The program will provide medical personnel with additional background and skills to enhance personal and professional development.

MG 640	Management of Health Care Organizations	3
PA 641	Financial Management of Health Care Organizations	3
PA 643	Health and Institutional Planning	3
PS 635	Law and Public Health	3
	Plus one of the following:	
PA 642	Health Care Delivery Systems	3
PA 644	Administration of Programs and Services for the Aged	3
PA 645	Health Care Economics and Finance	3
PA 646	Organization and Management of Long-Term Care Facilities	3
PA 670	Selected Topics	3
	Total credits	**15**

Hotel and Restaurant Management

Adviser: Angelo Bentivegna, Professor of Hotel and Restaurant Management, D.Ed., Pennsylvania State University

This certificate is designed to develop analytic skills necessary for the competent and profitable operation of a hospitality facility. It expands the student's awareness in and underscores the importance of those financial, economic, marketing and statistical factors which contribute to the success of a hospitality operation.

HR 610	Content Seminar in Hotel and Restaurant Management, Dietetics and Tourism Administration	3
HR 625	Supervisory and Leadership Development in Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 630	Personnel and Labor Relations in Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 655	Development of Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 670	Special Topics in Hotel, Restaurant, Dietetics and Tourism Operations	3
HR 690	Research in Hotel and Restaurant Management	3
	Total credits	**18**

Human Resources Management

Adviser: Wilfred Harricharan, Professor of Management, Ph.D., Cornell University

This certificate is designed for the personnel professional or persons in other fields who aspire to the personnel function. It also serves the needs of the individual whose previous degrees are not related to human resource management or who is looking for an update without necessarily pursuing a specialized degree.

MG 645	Management of Human Resources	3
MG 678	Personnel Management Seminar	3
	Plus four of the following:	
EC 625	Industrial Relations	3
EC 627	Economics of Labor Relations	3
EC 687	Collective Bargaining	3
MG 663	Leadership in Organizations	3
MG 664	Organizational Effectiveness	3

continued

MG 665	Compensation Administration	3
MG 679	Industrial Relations Seminar	3
P 627	Attitude and Opinion Measurement	3
P 628	The Interview	3
P 641	Personnel Development and Training	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
	Total credits	**18**

Course substitutions may be permitted depending upon the background of the student and subject to the approval of the program adviser.

International Business

Adviser: Robert W. Baeder, Associate Professor of Management, Ph.D., Ohio State University

This certificate is designed to prepare managers to deal with the current problems and methods of analysis related to international business. This includes basic techniques and skills, such as adapting to new political and cultural environments, which are not normally covered by traditional courses.

IB 643	International Business	3
IB 644	International Trade and Finance	3
	Plus three of the following:	
EC 641	International Economics	3
IB 645	Comparative International Business Environments	3
IB 651	International Marketing	3
IB 652	Multinational Business Management	3
IB 660	East and Southeast Asian Business Systems	3
MG 660	Comparative Management	3
	Total credits	**15**

Marketing

Adviser: David A. Morris, Jr., Assistant Professor of Marketing, Ph.D., Syracuse University

The certificate in marketing allows the student to acquire a deeper understanding of marketing phenomena and to develop analytic skills. Specific emphasis is given to the development of content knowledge and skills necessary for operating managers of the marketing function. It is suggested that Marketing Management and Marketing Research, if taken, be preceded by other courses in the program. Note that MK 609 and MG 637 are prerequisites for the certificate.

Option I: Marketing

MK 641	Marketing Management	3
	Plus one course in international business and three of the following:	
MG 669	Business Policy and Strategy	3
MK 616	Buyer Behavior	3
MK 639	Marketing Research and Information Systems	3
MK 643	Product Management	3
MK 644	Consumerism	3

MK 645	Distribution Strategy	3
MK 680	Marketing Workshop	3
	Total credits	**15**

Option II: Quantitative Techniques in Marketing

This specialization will enable the student to utilize the latest quantitative methods to redefine and to plan the corporate scope of a business. It is critical for problem-solving at both strategic and tactical levels. Particular emphasis is placed on marketing distribution problems by the intensive study of transportation and logistics.

CS 606	FORTRAN Programming	3
QA 604	Probability and Statistics	3
	Plus three of the following:	
IE 615	Transportation and Distribution	3
MK 639	Marketing Research and Information Systems	3
MK 641	Marketing Management	3
QA 607	Forecasting	3
	Total credits	**15**

Media in Business

Adviser: Steven A. Raucher, Associate Professor of Communication, Ph.D., Wayne State University

This certificate program gives the student those skills, theories and techniques desirable and necessary within the corporate environment. By stressing media in terms of audiovisual use, media presentation and training, professionalism becomes the focus of the program. The student will be introduced to different media and all stages of production, from script to transparency to video. As a final course project, the student will work in conjunction with a corporate sponsor to design and produce a specific media presentation.

CO 601	Basics of Business Media Production Techniques	3
CO 605	Planning Audiovisual Systems for Business	3
CO 609	Scripting the Media Presentation	3
CO 613	Media Presentations for Business	3
CO 621	Managerial Communication	3
	Total credits	**15**

Occupational Safety and Health Management

Adviser: Brad T. Garber, Professor of Occupational Safety and Health, Ph.D., University of California at Berkeley

This senior professional certificate program prepares individuals to manage a comprehensive safety and health program. It is designed to fit the needs of those persons who already hold an advanced degree but who desire specific training in this dynamic field. The wide variety of course offerings allows students to select courses that best meet their individual needs.

Any five of the following:

SH 602	Safety Organization and Administration	3
SH 605	Industrial Safety Engineering	3
SH 608	Industrial Hygiene Practices	3

continued

SH 615	Toxicology	3
SH 620	Occupational Safety and Health Law	3
SH 630	Product Safety and Liability	3
SH 660	Industrial Ventilation	3
SH 661	Microcomputers in Occupational Safety and Health	3
SH 665	Occupational Safety and Health Measurements	3
	Total credits	**15**

Other courses may be substituted with consent of the program adviser.

Public Management

Adviser: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

This certificate in public management is designed to provide a broad overview of the most up-to-date thinking in public management. Courses emphasize conceptual and analytic skill building. Students may select either a survey of the field, urban and regional planning and management or public personnel management.

Option I: Survey of the Field

Any five of the following:

EC 665	Urban and Regional Economic Development	3
PA 611	Research Methods in Public Administration	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
PA 625	Administrative Behavior	3
PA 630	Fiscal Management for Local Government	3
PA 632	Public Finance and Budgeting	3
PA 660	Urban Planning: Theory and Practice	3
PS 608	The Legislative Process	3
	Total credits	**15**

Option II: Urban and Regional Planning and Management

Any five of the following:

EC 665	Urban and Regional Economic Development	3
PA 630	Fiscal Management for Local Government	3
PA 634	Problems of Municipal Management	3
PA 660	Urban Planning: Theory and Practice	3
PA 661	Problems of Metropolitan Areas	3
PS 616	Urban Government	3
	Total credits	**15**

Option III: Public Personnel Management

EC 625	Industrial Relations	3
MG 645	Management of Human Resources	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
PA 625	Administrative Behavior	3

Plus one of the following:

MG 665	Compensation Administration	3
P 627	Attitude and Opinion Measurement	3
P 635	Assessment of Human Performance with Standardized Tests	3
	Total credits	**15**

Quantitative Analysis

Adviser: William Pan, Professor of Quantitative Analysis, Ph.D., Columbia University

QA 604	Probability and Statistics	3
QA 605	Advanced Statistics	3
QA 606	Advanced Management Science	3
QA 607	Forecasting	3
QA 690	Research Project	3
	Total credits	**15**

Taxation

Adviser: Robert E. Wnek, Associate Professor of Accounting, LL.M., Boston University School of Law, C.P.A.

This certificate program is for practitioners who wish to improve or up-date their tax skills, including practicing C.P.A.s needing continuing education credits and others seeking to expand their tax background.

Option I: Taxation of Individuals

A 601	Individual Income Taxation	3
A 602	Sales and Exchanges of Property	3
A 603	Qualified Retirement Plans	3
A 608	Estate and Gift Taxation	3
	Plus one taxation elective	3
	Total credits	**15**

Option II: Taxation of Corporations

A 604	Corporate Income Taxation I	3
A 605	Corporate Income Taxation II	3
A 606	Corporate Income Taxation III	3
A 610	Consolidated Returns	3
	Plus one taxation elective	3
	Total credits	**15**

Other courses may be substituted with consent of the program adviser.

Telecommunication Management

Adviser: Steven A. Raucher, Associate Professor of Communication, Ph.D., Wayne State University

This certificate is designed to prepare telecommunications managers to deal with the current problems and methods of analysis pertinent to this fast-changing field and to end users, suppliers and common carriers of telecommunications services and facilities. Courses emphasize conceptual factors and analytic skills.

continued

CO 640*	Communications Technologies	3
CO 643	Telecommunications Policy and Strategy	3
	Plus any three of the following:	
CO 641	Competition and Regulation in Telecommunications	3
CO 642	Management of Telecommunications Organizations	3
CS 642	Computer Networks and Data Communication	3
MG 638	Cost Benefit Management	3
MG 641	Contract Administration	3
	Total credits	**15**

*Students who have had the equivalent of CO 640, either through work experience or educational courses given by a common carrier, may substitute another elective from the elective list or another course with the consent of the program adviser.

Professional Certificates

These programs are open to persons having undergraduate degrees who want graduate study in a coherent program.

Inasmuch as the professional certificate is not a degree, a student may transfer credits earned for a certificate into a master's program at any time, subject to the requirements of the master's program and the decision of the coordinator of the master's program, and to acceptance in the master's program.

A student completing work in a certificate program does not attend commencement but will receive a certificate. A petition for certification must be filed with the graduate registrar and the appropriate fee paid. When the course work is reviewed and found complete, the certificate will be mailed to the student. A minimum QPR of 3.0 is required in courses taken at the university as part of the professional certificate program.

Professional Certificate Requirements

The programs consist of 15 to 21 credits, depending upon the area chosen. Students, having chosen the area of study, should contact the adviser who is listed for that particular area. Students must meet all course prerequisite requirements.

Course waivers are not permitted in the professional certificate programs; course substitutions may be granted by the adviser.

Programs of Study

A number of professional certificate programs are available for qualified students. The programs are the following:

Criminal Justice/Security Management
Fire Science Administration and Technology
Forensic Science/Advanced Investigation
Forensic Science/Criminalistics

Forensic Science/Fire Science
Health Care Management
Industrial Hygiene
Occupational Safety
Public Administration

Criminal Justice/ Security Management

Adviser: David Maxwell, Associate Professor of Criminal Justice, M.A., John Jay College; J.D., University of Miami

The certificate under the criminal justice department is designed for those professionals who wish to enhance their knowledge and skills in security management. Admission into the professional certificate program in security management is open to all persons who hold an undergraduate degree from an accredited institution of higher education.

CJ 612	Criminal Justice Management	3
CJ 669	Dynamics, Evalution and Prevention of Structural Fires	3
CJ 675	Private Security Law	3
CJ 676	Security Management Seminar	3
CJ 677	Private Security in Modern Society	3
SH 602	Safety Organization and Administration	3
	Total credits	**18**

Fire Science/ Administration & Technology

Adviser: Fred Mercilliott, Professor of Professional Studies, D.A., Western Colorado University

This certificate in fire science provides a program of study for fire, public safety, insurance and security professionals who need to acquire the latest administrative and technological techniques in the field of fire science.

Candidates for the professional certificate in fire science administration and technology are required to have a B.S. degree in fire science or a related field. Candidates are required to complete seven courses or a total of 21 credits, including:

FS 625	Chemistry of Fires and Explosions	3
FS 667	Fire and Building Codes, Standards and Practices	3
FS 668	Fire and Casualty Insurance Practices	3
FS 669	Dynamics, Evaluation and Prevention of Structural Fires	3
	Plus any three of the following:	
CJ 677	Private Security in Modern Society	3
CJ 695	Independent Study	3
FS 670	Special Topics	3
P 619	Organizational Behavior	3
P 695	Individual Intensive Study I	3
SH 602	Safety Organization and Administration	3
SH 620	Occupational Safety and Health Law	3
	Total credits	**21**

Forensic Science Advanced Investigation

Adviser: R.E. Gaensslen, Professor of Forensic Science, Ph.D., Cornell University

CJ 614	Survey of Forensic Science	3
CJ 616	Advanced Crime Scene Investigation	3
CJ 632	Advanced Investigation I	3
CJ 633	Advanced Investigation II	3
	Plus two of the following:	
CJ 608	Law and Evidence	3
CJ 620	Advanced Criminalistics I	3
CJ 640	Advanced Criminalistics II	3
CJ 653	Physical Analysis in Forensic Science	3
CJ 661	Medicolegal Investigation and Identification	3
CJ 673	Biomedical Methods in Forensic Science	3
PS 605	Criminal Law	3
	Total credits	**18**

Forensic Science Criminalistics

Adviser: R.E. Gaensslen, Professor of Forensic Science, Ph.D., Cornell University

CJ 620	Advanced Criminalistics I	3
CJ 621	Advanced Criminalistics I	1
CJ 640	Advanced Criminalistics II	3
CJ 641	Advanced Criminalistics II	1
CJ 653	Physical Analysis in Forensic Science	3
CJ 654	Physical Analysis in Forensic Science	1
CJ 673	Biomedical Methods in Forensic Science	3
CJ 674	Biomedical Methods in Forensic Science	1
	Plus one of the following:	
CH 621	Chemical Forensic Analysis with Laboratory	4
CH 631	Advances in Analytical Chemistry	3
CJ 610	Administration of Justice	3
CJ 614	Survey of Forensic Science	3
	Total credits	**19 or 20**

Forensic Science Fire Science

Adviser: R.E. Gaensslen, Professor of Forensic Science, Ph.D., Cornell University

CJ 640	Advanced Criminalistics II	3
CJ 649	Fire Scene Investigation and Arson Investigation	4
CJ 653	Physical Analysis in Forensic Science	3
CJ 665	Legal Aspects of Fire and Arson Investigation	3
	Plus any two of the following:	
CH 625	Chemistry of Fires and Explosions	3
CJ 614	Survey of Forensic Science	3
CJ 667	Fire and Building Codes, Standards and Practices	3
CJ 668	Fire and Casualty Insurance Practices	3

CJ 669	Dynamics, Evaluation and Prevention of Structural Fires	3
CJ 693	Criminal Justice Internship 1	3
	Total credits	**19**

Health Care Management

Adviser: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

This certificate program will be useful for professionals employed in the public, private or non-profit sectors of the health care field. The program will provide students with skills necessary for personal development and increased professionalism as well as the opportunity for organizational advancement.

MG 640	Management of Health Care Organizations	3
PA 641	Financial Management of Health Care Organizations	3
PA 643	Health and Institutional Planning	3
PS 635	Law and Public Health	3
	Plus two of the following:	
PA 642	Health Care Delivery Systems	3
PA 644	Administration of Programs and Services for the Aged	3
PA 645	Health Care Economics and Finance	3
PA 646	Organization and Management of Long-Term Care Facilities	3
PA 670	Selected Topics	3
	Total credits	**18**

Industrial Hygiene

Adviser: Brad T. Garber, Professor of Occupational Safety and Health, Ph.D., University of California at Berkeley

This certificate program is designed for practicing professionals who wish to increase their knowledge and skills in industrial hygiene as well as for persons who wish to enter this field. Courses of study are individually tailored to the specific occupational needs of each applicant.

A total of 15 credits in industrial hygiene, toxicology and related fields must be completed. Students, in consultation with the adviser, will design a program consisting of the following offerings or approved substitutes.

Any five of the following:

SH 602	Safety Organization and Administration	3
SH 608	Industrial Hygiene Practices	3
SH 611	OSH Seminar	3
SH 615	Toxicology	3
SH 660	Industrial Ventilation	3
SH 661	Microcomputers in Occupational Safety and Health	3
SH 665	Occupational Safety and Health Measurements	3
	Total credits	**15**

Occupational Safety

Adviser: Brad T. Garber, Professor of Occupational Safety and Health, Ph.D., University of California at Berkeley

This certificate program is designed for professionals who wish to increase their knowledge and skills in occupational safety as well as for persons who wish to enter this field. Courses of study are individually tailored to the specific occupational needs of each applicant.

A total of 15 credits in the safety and hygiene field must be completed. Students, in consultation with the adviser, will design a program consisting of the following offerings or approved substitutes.

Any five of the following:

SH 602	Safety Organization and Administration	3
SH 605	Industrial Safety Engineering	3
SH 608	Industrial Hygiene Practices	3
SH 611	OSH Seminar	3
SH 620	Occupational Safety and Health Law	3
SH 630	Product Safety and Liability	3
SH 661	Microcomputers in Occupational Safety and Health	3
SH 665	Occupational Safety and Health Measurements	3
	Total credits	**15**

Public Administration

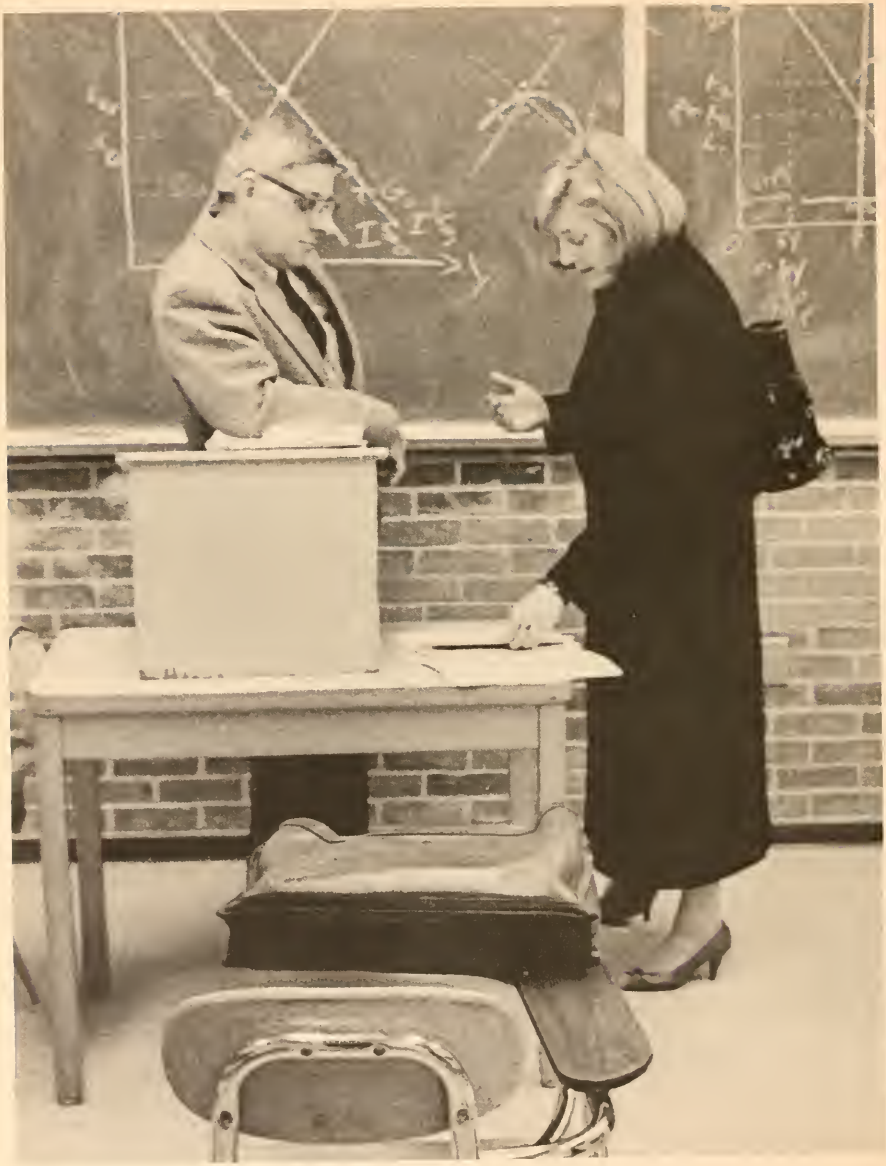
Adviser: Charles Coleman, Assistant Professor of Public Administration, M.P.A., West Virginia University

This certificate program is designed to provide training at the graduate level for people in public service. This program focuses on the analytic, quantitative, administrative and managerial knowledge and skills needed to meet the complex problems and responsibilities of government organizations.

PA 601	Principles of Public Administration	3
PA 602	Public Policy Formulation and Implementation	3
PA 611	Research Methods in Public Administration	3
PA 620	Personnel Administration and Collective Bargaining in the Public Sector	3
PA 632	Public Finance and Budgeting	3

Plus one of the following:

EC 608	Economics for Public Administrators	3
PA 604	Communities and Social Change	3
PA 625	Administrative Behavior	3
PA 670	Selected Topics	3
	Total credits	**18**



COURSES

Unless otherwise indicated, all graduate courses carry three credit hours.
For purposes of brevity, course descriptions may not follow traditional rules of grammar. Course descriptions are arranged alphabetically by prefix code, not by subject title.

Accounting

A 600 Accounting
The principles and procedures underlying the generation of financial accounting information. No credit.

A 601 Individual Income Taxation
A study of tax policy and the basic principles of the federal income tax law taught at an advanced level of inquiry. Coverage entails the key concepts of gross income, adjusted gross income, deductions, exemptions, credits and special tax computations, with special attention given to the provisions of the Internal Revenue Code affecting individual taxpayers.

A 602 Sales and Exchanges of Property
Prerequisite: A 601. A continuation of Individual Income Taxation emphasizing the basic provisions concerning dispositions of property: analysis of basis, recognition of gain or loss, capital asset transactions and non-recognition exchanges. Coverage extends to deferred payment sales and depreciation recapture.

A 603 Qualified Retirement Plans
Prerequisite: A 602. An examination of the fundamentals of the federal taxation of deferred compensation. The course will focus on qualified and non-qualified retirement plans, individual and self-employed retirement plans and tax deferred annuities as developed by the Employment Retirement Income Security Act of 1974 and subsequent legislation. Deferred executive compensation arrangements, stock options, restricted property and various employee benefit plans will also be analyzed.

A 604 Corporate Income Taxation I
Prerequisite: A 602. A foundation course analyzing the basic federal income tax provisions affecting corporations and shareholders. Course coverage includes organization of the corporation, corporate capital structure, corporate distributions, stock redemptions, bail-out techniques and liquidations.

A 605 Corporate Income Taxation II
Prerequisite: A 604. Advanced study in the corporate tax area including subchapter S corporations, collapsible corporations, accumulated earnings tax, affiliated corporations and carryover of corporate tax attributes.

A 606 Corporate Income Taxation III
Prerequisite: A 605. A detailed analysis of the federal income tax rules covering corporate reorganizations and divisions. Also discussed are some of the non-tax aspects of corporate reorganizations such as S.E.C., anti-trust and business reasons for choice of particular method.

A 607 Tax Accounting
Prerequisite: A 601. Investigation of such areas as: problems of allocating income and deductions to the proper tax year, permissible tax accounting methods, depreciation, inventory methods, individual net operating losses, change in accounting methods and comparison of business and tax accounting principles.

A 608 Estate and Gift Taxation
A comprehensive introduction to, and analysis of, the federal estate and gift tax laws including basic principles of estate planning. Procedures for preparation of the estate and gift tax returns are treated. Coverage is given to state death and inheritance taxes.

A 609 State and Local Taxation
Tax problems encountered at the state and local level by businesses engaged in interstate commerce. Federal limitations on the taxation of multistate enterprises and jurisdictional problems are examined. Specific areas covered are: license to do business, net income, franchise, gross receipts, property, and sales and use taxes. Apportionment problems are examined in detail.

A 610 Consolidated Returns
Prerequisite: A 604. A thorough analysis of the federal consolidated tax return provisions including eligibility and whether to file a consolidated return, intercompany transactions and deferral concepts, basis in the disposition of stock of a subsidiary, computation of earnings and profits, mechanics of preparing the consolidated return.

A 611 Income Taxation of Estates and Trusts
Prerequisite: A 602. Federal income taxation of estates, trusts, grantors and beneficiaries. Topics are simple and complex trusts, throwback rules, taxable and distributable net income, assignment of income concepts and income in respect of a decedent, preparation of the estate and trust returns.

A 612 International Taxation
Prerequisite: A 604. Consideration of the federal income tax treatment of nonresident aliens and foreign corporations and the foreign income of U.S. residents and domestic corporations; comparison of alternative methods of engaging in operations abroad; foreign tax credit; allocations under code Section 482; Section 367 rulings; and the effect of tax treaties.

A 613 Taxation of Partnerships and Partners
Prerequisite: A 602. A study of the federal income tax problems encountered in the formation and operation of a partnership including computations of taxable income, sale of a partnership interest, withdrawal of a partner, death or retirement of a partner, distribution of partnership assets and basis adjustments.

A 614 Federal Tax Practice and Procedure
Prerequisite: A 601. A study of the history and organization of the Internal Revenue Service, the selection of returns for audit and the review steps at the administrative level. Code provisions covered will include: filing requirements, statutory notices, restriction on assessment, statute of limitations, refund procedures, waivers, closing agreements, protests and rulings.

A 615 Research Project in Federal Income Taxation
Prerequisite: 15 graduate hours in taxation. A study of the techniques and tools of tax research. Reference sources include tax loose-leaf services, I.R.S. cumulative bulletins, court cases, congressional committee reports, textbooks, published articles. Mini research projects will be assigned for written submission.

A 616 Taxation for Management
Introduction to federal taxation and its impact on business decision making. Overview of the basics of federal taxation, its traps and tax planning opportunities. Complete overview of all areas of federal taxation to understand the tax planning for personal and business situations and the interrelationship of tax planning decisions. Areas of federal taxation covered are: individual income taxes, corporation income taxes, S corporations, partnerships, income taxation of estates and trusts and estate and gift taxes. *Not open to M.S. in taxation program students.*

A 621 Managerial Accounting
Prerequisite: A 600 or 6 credits in financial accounting. Accounting analysis for the managerial functions of planning, controlling and evaluating the performance of the business firm.

A 641 Accounting Information Systems
Prerequisite: A 621. An examination of the function and limitations of internal accounting information systems and their relationship to other decision-oriented business information systems.

A 642 Operational Auditing
Prerequisite: A 621. An analysis of the principles underlying and the procedures applying the function of auditing the results of firm-related business decisions.

A 650 Advanced Accounting Theory
Prerequisite: 6 hours of intermediate accounting. Considers the theoretical aspects of accepted accounting principles and their significance as a frame of reference for the valuation of accounting practices. Considerable attention is focused on the role of regulatory agencies and professional accounting organizations with regard to their influences on accounting theory and practice.

A 651 Financial Accounting Seminar
Prerequisite: A 650. An examination and evaluation of current literature in external accounting issues and related fields.

COURSES

A 652 Advanced Auditing
Prerequisite: 3 hours of auditing. An analysis of the contemporary problems surrounding the attest function performed by the professional independent auditor. EDP auditing is examined in depth.

A 653 Accounting for the Not-for-Profit Organization
Prerequisite: 6 hours of intermediate accounting. An intensive examination of the contemporary views toward financial reporting for not-for-profit organizations.

A 654 Financial Statements: Reporting and Analysis
Prerequisite: FI 651. An examination of financial reporting practices for financial statement analyses in view of modern theoretical and empirical financial decision-making research.

A 656 International Accounting
Prerequisite: 12 hours of accounting (other than not-for-profit). Accounting and reporting concepts in foreign countries and their adaptation and conversion to reporting for the multinational enterprise. Summary and highlights of the "EEC Directives on Consolidated Accounts." Review of the audit function.

A 661 Managerial Accounting Seminar
Prerequisite: A 621. An examination and evaluation of current literature in internal accounting issues and related fields.

A 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. Course may be taken more than once.

A 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

A 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

A 696 Independent Study II
A continuation of Independent Study I.

A 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

A 699 Thesis II
A continuation of Thesis I.

Civil and Environmental Engineering

CE 601 Water Treatment
Advanced design principles and practices in water treatment processes; study of unit processes and operations; water treatment plant design; methods of population projection; water distribution systems.

CE 602 Wastewater Treatment
Advanced design principles and practices in sewage treatment processes; study of unit processes and operations; secondary sewage treatment plant design; sludge handling and disposal; sewage collection systems; introduction to advanced treatment methods.

CE 605 Solid Waste Management
Characteristics, volumes, collection and disposal of solid waste and refuse. Design of processing, recycling and recovery equipment; landfill design and operation; resource recovery; incineration.

CE 606 Environmental Law and Legislation
Review and techniques of enforcement of state and federal pollution control laws and regulations; effects on waste treatment criteria and design and evaluation of municipal ordinances; preparation of environmental assessments and impact statements.

CE 607 Water Pollution Control Processes
Prerequisite: CH 601. *This course is open to non-engineering students only.* Study of physical, chemical and biological processes employed for pollution control. Processes cover the removal of suspended, colloidal and dissolved phases of pollution.

CE 612 Advanced Wastewater Treatment
Prerequisite: CH 601, which may be taken concurrently; CE 602. Theories and principles of advanced sewage treatment including nutrient removal, demineralization, distillation, ozonization, carbon filtration, ion exchange, nitrification; design of facilities; upgrading secondary plants.

CE 613 Industrial Wastewater Control
Prerequisite: CH 601, CE 602. Characteristics of industrial wastes — volumes, sources, types; methods of volume reduction, waste segregation, recovery, recycling and waste treatment.

CE 616 Ground Water Waste Disposal
Study of effects of disposal of wastewaters in ground waters; travel of pollutants through soil; removal of nutrients and pollutants by soil interactions; leachate identification and control from refuse disposal areas.

CE 670 Special Topics
A study of related topics of particular interest to students and instructor. Course may be taken more than once.

CE 690 Research Project
Prerequisite: 18 graduate hours or permission of chairman of the department of civil engineering and adviser. Independent study under the guidance of an adviser into an area of mutual interest, each study terminating in a technical report of academic merit. Research may be in such environmental areas as water resources, stream pollution, solid waste management or air pollution.

CE 695 Independent Study I
Prerequisite: permission of program coordinator. Independent study under the guidance of an adviser into an area designated by the program coordinator.

CE 696 Independent Study II
A continuation of Independent Study I.

CE 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

CE 699 Thesis II
A continuation of Thesis I.

Chemistry

CH 601 Environmental Chemistry
Areas of consideration: the sources, reactions, transport, effects and fates of chemical species in the water, soil and air environments, as well as the influence of human activities upon these processes.

CH 602 Environmental Analysis
Prerequiste: CH 601 or equivalent. Theory and laboratory training in the applications of instrumental methods in the analysis of environmental samples. Topics include sampling techniques; chromatography, ultraviolet-visible, infrared and atomic absorption spectroscopy; mass spectrometry; nuclear magnetic resonance spectrometry; biochemical methods and use of radioisotopes. Laboratory fee required.

CH 611 Special Topics in Advanced Organic Chemistry
Advanced course dealing with topics such as stereochemistry, photochemistry, natural products and mechanisms of organic reactions.

CH 621 Chemical Forensic Analysis with Laboratory
A course intended to present advanced techniques and new developments in the identification of various materials such as pigments, dyestuffs, food additives, pharmaceutical preparations, polymers, synthetic fibers and inorganic material products. Laboratory fee required. 4 credit hours.

CH 625 Chemistry of Fires and Explosions
An examination of the basic organic chemistry and combustion and explosive properties of flammable materials. The chemical principles underlying fires and explosions. Chemical properties of various synthetic materials and the products of their combustion. Fire retardant materials and chemicals used in fire extinguishment.

CH 631 Advances in Analytic Chemistry
A course intended to provide background for the recent advances made in instrumentation and current analytic techniques.

CH 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

CH 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

CH 696 Independent Study II
A continuation of Independent Study I.

CH 698 Thesis I
Prerequisite: completion of 15 credits of graduate work. Periodic meetings and discussion of the individual student's progress in the preparation of a thesis.

CH 699 Thesis II
A continuation of Thesis I.

COURSES

Criminal Justice

CJ 601 Seminar in Interpersonal Relations
Interpersonal communication in teaching, supervision and in various work relationships. The criminal justice worker as a resource person and facilitator of others is stressed. Humanistic psychology and interpersonal psychology provide the theoretical base.

CJ 604 Seminar in Theory and Philosophy of Law
The theory and philosophy of law and the relationship between law and society. Emphasis on the nature of the judicial process, the issues of law and personal morality, nonvictim crimes and the relationship of enforcement agencies to the rules of law.

CJ 605 Social Deviance
A survey of theories relating to the scope and nature of the crime problem. Consideration of the problems of deviancy, including social norms deviancy, mental disturbances, juvenile crime and the various possible and actual responses to deviancy. Various approaches to the problem of rehabilitation.

CJ 607 Seminar in Criminal Justice Institutions
The machinery of justice in theory and practice. The rule of law and its expectations in the actual administration of justice. Emphasis of the progressive changes in the development of children's and adolescents' courts, probation and classification clinics. Crime prevention and reforms of the criminal law. Special problems of justice and the poor. Administrative denials of justice, the insane offender, the white-collar criminal and social reconstruction through law.

CJ 608 Law and Evidence
Comprehensive analysis of the rules of evidence. Topics include judicial notice, presumptions, the nature of real and circumstantial evidence, hearsay evidence, confessions and admissions and witnesses. Emphasis on evidence in criminal cases.

CJ 609 Criminological Theory
An analytic review of the multidisciplinary theories of criminal behavior. The impact of various theoretical constructs and concepts on practice will be critically evaluated.

CJ 610 Administration of Justice
A study of all the steps of the criminal justice system from the time the accused is arrested until sentencing to a correctional facility with an objective to review all the problems which arise during this process and to consider some possible solutions which will benefit the individual being processed without subverting the purposes of the process.

CJ 612 Criminal Justice Management
The development of the theory and practice of criminal justice management in the United States. Significant developments and ideas of those who have made major contributions to American criminal justice management.

CJ 614 Survey of Forensic Science
An introductory survey of forensic sciences and criminalistics, crime scene procedures and documentation, and methods of laboratory analysis for students specializing in security and investigation.

CJ 616 Advanced Crime Scene Investigation
An in-depth study of crime scene procedures including recognition, protection, documentation and collection of physical evidence; scene documentation, scene search procedures; and reconstructions from evidence and scene patterns.

CJ 618 Probation and Parole: Theory and Practice
The philosophy, theory and methods employed in probation, parole and institutional treatment of the offender. The role of authority, casework, classification, treatment policy and administrative organization in determining the consequences of correctional practice.

CJ 619 Seminar in Comparative Criminal Justice Systems
Prerequisite: CJ 610. A cross-cultural study of police, court and correctional systems and methods.

CJ 620 Advanced Criminalistics I
The comparison and individualization of physical evidence by biological and chemical properties is presented in lectures and carried out in the laboratory. The theories and practice of microscopic, biological, immunological and chemical analysis are applied to the examination of blood, saliva, seminal fluid, hair, tissues, botanical evidence and other material of forensic interest.

CJ 621 Advanced Criminalistics I Laboratory
1 credit hour. Laboratory fee required.

CJ 622 Learning Theory: Applications in Criminal Justice
Applications of the psychology of learning to police and correction settings.

CJ 624 Group Process in Criminal Justice
Small group interaction; both theoretical and experimental facets of group process are presented. Group counseling and encounter groups.

CJ 628 Introduction to Systems Theory
Concepts of systems theory and systems analysis in contemporary sociotechnical environments.

CJ 630 Delinquency and Juvenile Crime
Prerequisite: CJ 610. A general introduction to the field of delinquency and crime, including all aspects of the social, legal and personal matrix out of which these forms of behavior emerge. Special emphasis will be given to the process and implications of delinquency labeling.

CJ 632 Advanced Investigation I
An in-depth study of modern principles and techniques of criminal and civil investigations. Management of investigations, use of witnesses, interviewing, polygraph, backgrounds establishment of MO, missing persons, surveillance and investigation of questioned deaths and death scenes.

CJ 633 Advanced Investigation II
An in-depth study of the principles and techniques of criminal and civil investigations. Investigation of fraud, embezzlement, white-collar crime, property crimes, sexual assaults and other crimes against persons; extortion; kidnapping; drug trades; and traffic accidents.

CJ 635 Statistics in the Public Sector
Statistical techniques applied to the public sector. Descriptive statistics: measures of central tendency and variability. Introduction to statistical inference including sampling distributions and tests of significance. Some techniques of nonparametric statistics, multiple regression and elementary decision theory. Analysis of variance and covariance.

CJ 637 Contemporary Issues in Criminal Justice
Topics selected by students relating to current issues and concerns in the field of criminal justice. Each student will be required to write a paper and deliver an oral presentation on a selected topic.

CJ 640 Advanced Criminalistics II
Introduction of advanced microscopic, chemical and instrumental methods with extensive "hands-on" experience provided by a laboratory section. Principles and methods of analysis of microscopic and macroscopic evidence such as glass, soil, papers, inks, dyes, paints, varnishes, explosives, fibers, drugs and other potential physical traces will be discussed in class.

CJ 641 Advanced Criminalistics II Laboratory
1 credit hour. Laboratory fee required.

CJ 644 Police in Urban Society
An introduction to some of the current thinking and problems of policing in urban society. The course will examine such issues as the historical growth of the police, the role and mission of the police, measurement of police tasks, police corruption and other topics of interest to the seminar members. The course will stress the development of analytic thinking in defining and dealing with police problems.

CJ 649 Fire Scene Investigation and Arson Analysis
The techniques of crime scene documentation and investigation as they relate to fire and explosion scenes. Evidence recognition and collection. Laboratory analysis of fire scene, arson accelerant and explosion scene residues. Scientific proof of arson. Laboratory fee required. 4 credit hours.

COURSES

CJ 651 Problems in the Administration of Justice
A study of the interaction between the law enforcement official and the accused beginning with detention and/or arrest, during which time the official is seeking to secure incriminating evidence effectively while still protecting the Fourth, Fifth and Sixth Amendment constitutional rights of the "presumed innocent" accused.

CJ 653 Physical Analysis in Forensic Science
The classic firearms examination, classification and comparison of bullets and cartridges, toolmarks comparison and striation analysis, serial number restoration, document examination, voiceprint identification, fingerprints and polygraphy examination.

CJ 654 Physical Analysis in Forensic Science Laboratory
1 credit hour. Laboratory fee required.

CJ 655 Bureaucratic Organization of Criminal Justice
Prerequisite: CJ 610. Through an application of modern organizational theory, a critical analysis of criminal justice agencies will be made. Emphasis will be placed on viewing criminal justice in theoretical perspective. Linkages between theory and application of operational principles will be made.

CJ 658 Psychiatry and the Law
An examination of issues that relate to the interaction between the law and mental illness and the general role of forensic psychiatry.

CJ 660 Forensic Microscopy
Basic techniques of optical microscopy and the development of operational skills for the use of the microscope as a tool of evidence detection and evaluation. Microscopical measurements and analytic methods will be covered. Laboratory fee required. 4 credit hours.

CJ 661 Medicolegal Investigation and Identification
An introduction to procedures and techniques for medicolegal investigation of questioned death and identification of deceased persons, including autopsy technique, odontological procedures and anthropological approaches.

CJ 662 Forensic Toxicology
An in-depth analysis of forensic toxicological procedures and methods; determinations of metallic, volatile and soluble poisons; analysis for narcotic drugs and other drugs of abuse and dosage-form drugs that are commonly abused or found contributing to cause of death. Laboratory fee required. 4 credit hours.

CJ 663 Advanced Forensic Serology I
A comprehensive study of the theory and practice of biochemical and immunologic procedures for blood and body fluid identification; ABO grouping procedures for whole blood and bloodstains; typing of Rh, MNSs and other red cell antigens in blood and blood stains; antiserum selection and evaluation. Laboratory fee required. 4 credit hours.

CJ 664 Advanced Forensic Serology II
A comprehensive study of the theory and practice of isoenzyme, serum protein and immunoglobulin genetic markers in human blood and body fluids. Electrophoretic and isoelectric focusing techniques. Interpretation of genetic marker results in blood individualization. Laboratory fee required. 4 credit hours.

CJ 665 Legal Aspects of Fire and Arson Investigation
The legal principles underlying and governing the conduct of criminal investigations, with particular emphasis on arson. The criminal law relating to arson, establishment of the crime, investigation and prosecution procedures in arson cases.

CJ 667 Fire and Building Codes, Standards and Practices
The study of building and fire codes and regulations as they relate to the prevention and incidence of structural fires. Contemporary building and fire codes and practices and their enforcement. Model building codes. Fire prevention and control through building design.

CJ 668 Fire and Casualty Insurance Practices
A study of financial risk and decision making from the investigative point of view. Insurance rate making and relation to risk and other factors. Insurance adjustment and economic factors that must be considered in fire and accident investigations.

CJ 669 Dynamics, Evaluation and Prevention of Structural Fires
A detailed analysis of the evolution of modern structures, and the mechanical systems necessary to provide safety and comfort. The effect of the nature of structures and their mechanical systems on fire behavior. Structural bases and mechanical systems for fire protection and fire prevention.

CJ 670 Selected Issues
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

CJ 672 Innovative Treatment Programs in Corrections
Analyzing the theory and practice of a wide range of innovative correctional treatment modalities. Students will be given the opportunity to participate in various experiential exercises and to develop and propose new treatment approaches.

CJ 673 Biomedical Methods in Forensic Science
Methods and application of modern toxicology, biochemistry, pathology, dentistry and medicine in forensic science.

CJ 674 Biomedical Methods in Forensic Science Laboratory
1 credit hour. Laboratory fee required.

CJ 675 Private Security Law
A review and examination of currently applicable federal and state administrative, civil, criminal and constitutional laws as they relate to the private security industry. The framework of the course will include sources of thority and common law.

CJ 676 Security Management Seminar
Current problems, concerns, issues and legislation affecting the private security industry as they relate to and are of interest to the students and instructor.

CJ 677 Private Security in Modern Society
An introduction to current thinking and problems relating to the private security industry. The course will examine such issues as historical growth, role, mission and future of the industry. Other topics will include professionalization and ethics in the private security field.

CJ 690 Research Project I
Individual guidance on a research endeavor. 1-3 credits.

CJ 691 Research Project II
Prerequisite: CJ 690. 1-3 credits.

CJ 693 Criminal Justice Internship I
The student's formal educational development will be complemented by field placement experience in various criminal justice settings or agencies. Field experience will be supervised by designated agency and departmental personnel.

CJ 694 Criminal Justice Internship II
Prerequisite: CJ 693.

CJ 695 Independent Study
A directed independent learning experience, the topic and format to be agreed upon by the student and supervising faculty. 1-3 credits.

CJ 697 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress toward the completion of the thesis.

CJ 698 Thesis II
A continuation of Thesis I.

CJ 699 Thesis III
A continuation of Thesis II.

Communication

CO 601 Basics of Business Media Production Techniques
A survey of the implementation of various media in the production of instructional and promotional materials specifically for the small and medium business and corporate media departments. The course will emphasize both theoretical and practical problems of audio and visual systems available to the business situation, paying particular attention to the vocabulary and skills which make it possible to transfer an idea from the board room to an effective media presentation. Laboratory fee required.

CO 605 Planning Audiovisual Systems for Business
Prerequisite: CO 601. Utilization of the technology learned in the basic course, and its application to the planning of an audiovisual center within a business or corporation setting. Students will be involved in projects of design and budget.

CO 609 Scripting the Media Presentation
Instruction on how to select the medium appropriate to the message, write a treatment, develop a story board, script the message and use proper format.

COURSES

CO 613 Media Presentations for Business

Prerequisite: CO 601, CO 609. An opportunity for students to produce a major instructional or promotional media project for a specific business or corporation. Students will be responsible for finding a sponsor for this project which will be produced in one or any of the audio/visual formats discussed and practiced in prerequisite courses. Laboratory fee required.

CO 621 Managerial Communciation

Major emphasis on the role of communication in a democracy and the effects of communication content. Brief treatment of content analysis techniques, person-to-person communication and barriers to the flow of communication.

CO 631 Public Information Dynamics

How the executive can best present the organization in an accurate and favorable light to the news media. Training techniques for the public relations person who will work with executives giving corporate messages internally and press statements externally.

CO 632 Contemporary Public Relations Issues

Using the case-study approach, this course concentrates on the problems facing management and public relations executives in businesses and other institutions. The problems change from year to year, in tune with developments in society.

CO 640 Communications Technologies

An in-depth examination for non-technical students of technologies used with visual, voice data and character information for communicating at a distance, for storing and subsequently retrieving information and for processing information to improve communication efficiency.

CO 641 Competition and Regulation in Telecommunications

A study of proceedings before state public utility commissions and the Federal Communications Commission delineating the boundary between those activities in the telecommunications field subject to regulation, those open to competition with restrictions and those cleared to be fully competitive. The course will include discussion and analysis of contemporary legal proceedings affecting this topic.

CO 642 Management of Telecommunications Organizations

A study and comparison of managerial systems and practices in users, manufacturers, distributors and common carriers of telecommunications facilities. Identification of criteria necessary for developing and maintaining effective telecommunications organizations. Case problems will relate largely to specific instances from this field.

CO 643 Telecommunications Policy and Strategy

Examination of management policies and strategies for the complex telecommunications organization operating in a dynamic environment, from the viewpoint of the top-level executives of the organization. Development of analytic frameworks for the management of numerous elements involved in assuring the fulfillment of the goals of the total organization. Integration of the student's general business knowledge with the content of required courses in the M.B.A. program. Emphasis is placed on the examination and discussion of cases drawn largely from the telecommunication industry.

CO 670 Selected Topics

Prerequisite: permission of the adviser. An in-depth examination of a topic in the field of communication which reflects the special research of a faculty member or the special interest of a group of students. May be taken more than once.

CO 693 Internship

A program of field experience set up by the student and approved by the program adviser under the tutelage of a professional in the field.

CO 695 Independent Study I

A planned program of individual study or research in communication under the supervision of a member of the faculty.

CO 696 Independent Study II

A continuation of Independent Study I.

CO 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings with the adviser for discussion of the individual student's progress in the preparation of a thesis.

CO 699 Thesis II
A continuation of Thesis I.

Computer Science

The following courses are offered by the department of industrial engineering and computer science. Additional departmental courses are listed under "Industrial Engineering."

CS 602 Computing Fundamentals
An introduction to computers, computing and computer science, including consideration of basic concepts and technology, development of automatic computation, computer applications, organization of hardware and software systems, algorithms, flowcharts, elementary programming, number systems, survey of programming languages. *This course may not be taken for credit by students having nine or more credits in computer science.*

CS 603 Pascal Programming
Prerequisite: CS 602 or programming experience. A first course in the programming language Pascal. It will cover all major aspects of that language. Several common algorithms will be taught as part of the process of learning the language. Students will be expected to design, code and run several Pascal programs.

CS 605 COBOL Programming
Prerequisite: CS 602 or programming experience. A first course in the business-oriented programming language COBOL. It will cover most major aspects of that language. Several common algorithms will be taught as part of the process of learning the language. Students will be expected to design, code and run several COBOL programs.

CS 605B Advanced Business Programming
Prerequisite: CS 605. Advanced programming in the COBOL language, including file organization and selected algorithms within an applied business systems context.

CS 606 FORTRAN Programming
Prerequisite: CS 602 or programming experience. A first course in the scientifically oriented programming language FORTRAN. It will cover all major aspects of that language. Several common algorithms will be taught as part of the process of learning the language. Students will be expected to design, code and run several FORTRAN programs.

CS 606B Advanced Technical Programming
Prerequisites: CS 606 and either M 610 or permission of the instructor. Advanced programming in the FORTRAN language, including selected algorithms in a scientific and technical context.

CS 607 LISP Programming
Prerequisite: CS 602 or programming experience. This course will introduce students to the language LISP, which is often used in artificial intelligence. It will cover all major aspects of that language. Several common algorithms will be taught as part of the process of learning LISP. Students will be expected to design, code and run several LISP programs.

CS 610 C Language Programming
Prerequisite: CS 603 or CS 606. This intermediate-level course will cover all major aspects of the programming language C. Several common algorithms will be studied as part of the process of learning the language. Students will be expected to design, code and run several C programs.

CS 616 Assembly Language
Prerequisite: Any one of CS 603 through CS 610. Introduction to assembly language programming, including study of instruction types and operation, assembly language syntax and features, explicit use of memory, macros, subprograms, interrupts, I/O conversions. Major functional characteristics of the computer and its peripherals will be studied.

CS 619 Legal Protection of Computer Software
Prerequisite: CS 602. This course will cover the legal principles involved in the protection of proprietary computer software and hardware by means of patents, copyrights and trade secrets. It also will consider software licensing and employer-employee relationships involving creative work.

COURSES

CS 620 Data Structures
Prerequisite: CS 603. An examination of data structures, their function and uses. Topics will include basic data representations, arrays, stacks, queues, linked lists, trees, graphs, hashing. Study of the relation between data structures and algorithms, such as sorting and searching, including elementary computational complexity analysis. This course serves to cover advanced programming in Pascal and requires students to develop and run a number of programs.

CS 622 Database Systems
Prerequisite: CS 620. A survey of database systems, their purpose, structure, function and use. Topics will include an overview of DB systems, major DB models, design and implementation methods in DB models, introduction to typical DB systems, internal operation of DB systems.

CS 624 Software Engineering
Prerequisite: CS 620. For the experienced computing student involved with software system management, design and programming. Topics include analysis of complexity, efficiency and improvement of code, strategies for large programming projects, systematic design methods, testing and debugging the human-machine interface.

CS 638 Compiler Design
Prerequisites: CS 616, CS 620. Study of the function, structure and design of language translators, including assemblers, macroprocessors, compilers and interpreters. Topics include lexical and syntax analysis, symbol tables, memory management, relocation, linking, loading, error handling, fundamentals of code optimization and generation.

CS 640 Computer Organization
Prerequisites: CS 616, CS 620. An examination of the architecture and functional characteristics of modern digital computers, of conventional as well as state-of-the-art organization. While not a design course, it will provide the experienced computing student with detailed information needed for full understanding of issues arising in many areas of computer science work. Topics include functional aspects of a processor, machine language, micro-programming, interrupt systems, peripherals and I/O control, memory structures, parallel and pipelined architecture, supercomputers, and non-Von Neumann machines.

CS 642 Computer Networks and Data Communication
Prerequisites: CS 603, CS 616, M 610. This course will examine types, methods and uses of computer networking and data communication. It will consider system structure, components, software and performance. The related topic of distributed processing also will be studied.

CS 644 Operating Systems
Prerequisites: CS 616, CS 620. Recommended is IE 622. Study of the function, structure and design of computer operating systems, principally multiprogramming systems. Topics include management of processes and processor resources, of data and memory and of peripheral devices; concurrent processes; system protection; scheduling; paging and virtual systems.

CS 648 Computer Systems Analysis and Selection
Prerequisites: IE 604 and one of CS 605B, CS 606B, CS 620. Recommended, but not required, are CS 616, CS 640, and CS 642. Study of performance evaluation and selection of computer hardware and software systems. Consideration of requirements determination, computer structure and capability, performance testing techniques, decision and planning methods.

CS 650 Computer Graphics
Prerequisites: CS 620, M 610. A knowledge of FORTRAN is recommended, but not required. The mathematical foundations for computer graphics and introduction to the current state of the art of graphics programming. Topics include 2-D and 3-D viewing, geometric transformations, clipping, segmentation, user interaction, curves, surfaces, modeling and object hierarchy.

CS 660 Artificial Intelligence
Prerequisites: CS 607, CS 620. A study of the fundamental goals and methods of artificial intelligence, the field using computers to realize apparent intelligent behavior. The course will include the design and implementation of artificial intelligence programs using the LISP language.

CS 662 Expert Systems
Prerequisite: CS 660. This course will cover principles of expert systems, artificial intelligence programs that embody knowledge on some area of human expertise and that can interact with an unskilled user to provide a cost-effective expert consultant. It will examine the application of expert systems in practice, and will teach how to create such systems. Students will design and implement expert systems.

CS 670 Current Topics in Computer and Information Science
Prerequisite: CS 620 or permission of the instructor. An examination of new developments or current practices in computer and information science. A topic will be selected for thorough study. Possible subject areas include data structures, recent hardware or software advances, specialized applications. Content may vary from trimester to trimester.

CS 690 Research Project
Prerequisites: 15 credit hours and permission of the program coordinator. Independent study under the guidance of an adviser in an area of mutual interest, such study terminating in a technical report of academic merit. Research may constitute a survey of a technical area in computer science or may involve the solution of an actual or hypothetical technical problem.

CS 695 Independent Study I
Prerequisite: permission of the program coordinator. Independent study under the guidance of an adviser in an area designated by the program coordinator in consultation with the student.

CS 696 Independent Study II
A continuation of Independent Study I.

CS 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussion of the individual student's progress in the preparation of a thesis.

CS 699 Thesis II
A continuation of Thesis I.

Dietetics and Institutional Management

DI 635 Applied Dietetics for Health Care Professionals
A critical appraisal of persons with medical and physical problems. The interpretation of dietary and biochemical information gathered on those persons, followed by the nutritional intervention needed. Recommendations will be based on metabolic requirements, monitoring laboratory values, prescribed medications, the nutritional status of the person and the severity of the disease.

DI 690 Research in Dietetics and Institutional Management
Emphasis will focus toward the individual student and individual interests that may be applicable to current research in dietetics and institutional literature. Research must be conducted under the supervision of a faculty member.

DI 695 Independent Study I
A planned program of individual study under the supervision of a faculty member.

DI 696 Independent Study II
A continuation of Independent Study I.

DI 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a graduate thesis.

DI 699 Thesis II
A continuation of Thesis I.

COURSES

English

E 600 English Language Workshop

Limited to and required of non-English-speaking international students who lack adequate background in English instruction.

Prerequisite: TOEFL score of 500 or ELS Level 109 or equivalent. This course emphasizes development of skills in conversation, pronunciation, composition and laboratory work in the English language. No credit.

Economics

EC 600 Basic Economics

A basic theoretical foundation for students who have a deficiency in economics. The course is a review and refresher of basic economic principles. No credit.

EC 603 Microeconomic Analysis

Prerequisite: undergraduate Principles of Economics or EC 600. Topics in resource allocation and price determination. Theories of choice of consumers, firms, resource owners under monopoly, monopsony, competition and alternative market forms.

EC 604 Macroeconomic Analysis

Prerequisite: undergraduate Principles of Economics or EC 600. An examination of the roles of consumption, investment, government finance and money influencing national income and output, employment, the price level and rate of growth. Policies for economic stability and growth.

EC 608 Economics for Public Administrators

An examination of the roles of consumption, investment, government expenditure and money influencing national income, output, employment and price level, and growth rate. Special emphasis upon the roles of fiscal and monetary policy and the economics of contemporary social problems.

EC 621 Economic History of the Western World

Survey of the economic history of Europe and the United States, with emphasis on the development of modern economic systems, including capitalism, socialism and communism. Beginning with the Industrial Revolution, economic thought is followed up to, and including, post-World War II transformations.

EC 625 Industrial Relations

A survey of the problems, strategies and policies of management and unions in conflict situations and in harmonizing labor-management relations. Labor legislation, collective bargaining and alternative strategies, productivity and other problem areas in labor-management relations are examined.

EC 627 Economics of Labor Relations

A survey of labor economics and the economics of labor relations using both the tools of economic analysis and institutional analysis. The emphasis is on the application of economics to labor problems and labor-management relations.

EC 629 Public Policies Toward Business

A survey of the economic aspects of governmental and business relations. Emphasizes the concept of public control over certain types of business and certain forms of business activity. Combination movements, pricing procedures, antitrust laws and agencies enforcing them, regulation of transportation and public utilities, rate-making for transport, pricing public utility services, consumer protection and social responsibility.

EC 630 Structure of American Industry

An examination of several major U.S. industries such as automobiles, steel, petroleum, defense and agriculture. Some contemporary problems are analyzed. A study of the powerful economic forces acting on these industries and how firms react to these forces.

EC 633 Managerial Economics

Prerequisite: EC 603. A study of the application of the major tools of economic analysis to the problems encountered by management in the organization of the firm. Topics include the theory and measurement of consumer demand, measurement and control of costs, the effects of public policy upon managerial decisions and pricing techniques and the allocation of capital within the firm.

EC 635 Comparative Economic Systems
Examination of capitalism, socialism, communism and other economic systems with respect to their theoretical foundations and practical applications, including the interrelationships among economic, political and social institutions.

EC 641 International Economics
A study of the basic theory and major institutions of international economic relations. Examines critically the techniques and background of protectionism and free trade, and the analysis of customs, unions and price and exchange rate changes. The theory of comparative advantage; the gains from trade and the terms of trade. The balance of payments and national income. Capital movements and economic growth. The evolution of the world economy and international economic institutions. Effects of growth on trade, and trade on growth. Monopolistic practices in international trade. The international monetary system and international monetary reforms.

EC 645 Seminar in Macroeconomic Policy
Prerequisite: EC 604. The impact of fiscal and monetary policy upon employment, output and prices. An analysis of past and current economic controls and their impact upon the economy.

EC 648 Energy Industries and Policies
A non-technical course with a practical orientation, this course covers the basic energy industries such as coal, natural gas, electricity, nuclear power and petroleum. Economic principles and policies related to each industry are used as a basis for analysis. Other topics include energy conservation, energy security, OPEC, multinational oil companies, energy developments around the world, and contemporary issues and problems in the energy field.

EC 650 Economics of Petroleum
A survey of the economic development and growth of the American oil industry as part of the international oil industry. Economic aspects of the energy crisis, oil reserves, conservation, OPEC, U.S. energy conservation program, oil pricing and oil substitutes. Policies of oil-exporting nations, oil companies and oil-consumer nations throughout the world will be given special attention.

EC 653 Econometrics
Prerequisites: EC 603-604, QA 604-605, or permission of the instructor. A presentation of the important statistical concepts used in econometrics. Topics covered are regression theory, multiple regression, regression extensions, correlation, serial correlation, correlated regressor and error, the identification problem, selected estimating techniques.

EC 665 Urban and Regional Economic Development
Structure of the urban and regional economy; goals, processes, problems and policy in urban and regional economic development.

EC 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

EC 671 Women and the U.S. Economy
This course is designed to provide a survey of the social, cultural and governmental factors affecting the economic status of women. Current economic problems will be analyzed to provide understanding of the economic forces resulting from government actions and sociologic behavior patterns. An emphasis will be placed on the fundamental social and cultural structures which promote economic inequality.

EC 687 Collective Bargaining
Prerequisite: EC 625. Emphasis on the negotiating process. The labor contract as it involves wages, worker security, management authority and handling of grievances arising during the life of the contract.

EC 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

EC 692 Readings in Economics

EC 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

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EC 696 Independent Study II
A continuation of Independent Study I.

EC 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

EC 699 Thesis I
A continuation of Thesis I.

Electrical & Computer Engineering

EE 603 Discrete and Continuous Systems I
Prerequisite: M 624. Discrete and continuous linear system models. State variable representation and transfer function representation. Feedback control systems, stability, performance and design criteria. State variable and compensation synthesis. Nonlinear systems, describing functions and phase plane techniques. Stability methods of Liapunov.

EE 604 Discrete and Continuous Systems II
Prerequisite: EE 603.

EE 605 Modern Control Systems
Prerequisite: EE 604. Advanced topics in control systems. May include optimal control, dynamic programming, variational approaches, adaptive control, sampled data systems, signal modulated systems, random signal methods.

EE 608 Computer-Aided Design
Prerequisite: M 624. Numerical algorithms for engineering systems analysis. Design problem and performance measures. Optimization of networks and filters. Parameter sensitivities. Device modeling and equivalent circuits.

EE 615 Introduction to Computer Logic
Prerequisite: any one of CS 603 through CS 610 (or equivalent). Introduction to logic elements and to their application in digital networks for processing numerical data. The course deals with analysis and design techniques of combinational and sequential networks and includes a discussion of logic variables, switching functions, optimal realizations, multivariable systems. Design examples will include logic circuits for addition, multiplication, counting, parity generation and detection.

EE 630 Electronic Instrumentation I
Prerequisite: permission of instructor. Design of modern electronic instrumentation. Circuit and system examples, evaluation and design techniques. Emphasis on practical applications including design theory and the circuit techniques used in linear integrated devices. Variety of electronic instrumentation including computer interfaces, signal conditioners, waveform generators and shapers, filters, V/F, A/D, D/A converters and other special purpose circuits.

EE 631 Electronic Instrumentation II
Prerequisite: EE 630.

EE 634 Digital Signal Processing I
Prerequisite: EE 603. A study of the theories of digital signal processing and their applications. Topics include discrete time signals, Z transform, the discrete Fourier Transform, the FFT, digital filter design techniques, homomorphic signal processing and various applications of digital signal processing.

EE 635 Digital Signal Processing II
Prerequisite: EE 634.

EE 640 Computer Engineering I
Prerequisite: CS 616 or equivalent. A study of computer structure and organization. Peripheral devices, addressing memory, assembler instruction set, programmed requests, real-time software modules, assembler language programming. Laboratory fee required.

EE 641 Computer Engineering II
Prerequisite: EE 640. Applications of computers to physical systems for monitor control functions. Interfacing using hardware modules. Case studies may include synchronous motor transient studies, shock wave phenomena, dynamic chemical reaction monitoring and control, signal processing, sampled data control systems. Students must complete a project. Laboratory fee required.

EE 645 Power Systems Engineering I
Prerequisite: permission of instructor. Concepts and methods of analysis and design of modern power systems. This will include the network representation of power systems, matrix methods, symmetrical components and the use of the computer in the solution of problems such as short circuit fault calculations, load flow study, economic load dispatching and stability. Other topics may include protection, relaying or transmission system design.

EE 646 Power Systems Engineering II
Prerequisite: EE 645.

EE 650 Random Signal Analysis
A study of the theory of random signals and processes. Topics include a review of probability, random signals, auto and cross correlation, power density, spectral analysis of random signals.

EE 658 Microprocessors — Theory and Applications
Prerequisite: CS 616 or EE 640. A study of the techniques and methods of designing digital systems using a microprocessor as the basic unit. Microcomputer assembly language, operating systems, input/output devices, programmable read-only memories and interfacing.

EE 670 Special Topics
Prerequisite: permission of instructor. A study of selected topics of particular interest to students and instructor. Course may be taken more than once.

EE 695 Independent Study I
Prerequisite: permission of instructor. A planned program of individual study or research under the supervision of a faculty member.

EE 696 Independent Study II
A continuation of Independent Study I.

EE 698 Thesis I
Prerequisite: completion of 15 credits of graduate work. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

EE 699 Thesis II
A continuation of Thesis I.

Environmental Science

EN 600 Environmental Geoscience
Study of the systems of atmosphere, hydrosphere and lithosphere important in the understanding of the causes of and solutions to environmental problems. Includes material from meteorology, climatology, oceanography, geology, geophysics, geomorphology and hydrology. Some weekend field trips, or acceptable alternative, required.

EN 601 Principles of Ecology
Presentation of current topics in the various fields of ecology including community, population and ecosystem ecology. Particular emphasis on those areas related to environmental management. Some weekend field trips, or acceptable alternative, required.

EN 602 Environmental Effects of Pollutants
Prerequisites: EN 600, EN 601. The demonstrated and suspected effects of air, water and other pollutants on natural systems and on human welfare. Methods of studying effects. Some weekend field trips, or acceptable alternative, required.

EN 603 Terrestrial and Wetland Ecology
Prerequisites: EN 600, EN 601. Study of terrestrial and wetland environments and ecological processes. Characterization, description and mapping of habitats. Use of wetlands for water pollution control. Use of topographic maps, aerial photographs, National Wetland Inventory maps and simple survey techniques in environmental investigations. Some weekend field trips, or acceptable alternative, required.

EN 604 Ecology of Inland Waters
Prerequisites: EN 600, EN 601. Advanced study of ecological processes of inland waters, both lotic and lentic. Some weekend field trips, or acceptable alternative, required.

EN 605 Marine and Estuarine Ecology
Prerequisites: EN 600, EN 601. Advanced study of ecological processes of estuaries and marine habitats. Some weekend field trips, or acceptable alternative, required.

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EN 606 Methods in Ecology
Prerequisite: any one of EN 603, 604 or 605. Collection, preservation and identification of aquatic and terrestrial organisms. Interpretation of biological data. Formulation and testing of hypotheses. Design of field and laboratory investigations. Field methods for chemical and physical analyses. Weekend field trips required.

EN 607 Environmental Reports and Impact Assessment
Prerequisites: EN 602 plus any one of EN 603, 604 or 605. Techniques for gathering and presenting environmental data, including literature sources, transformation of field data, graphic and tabular presentation, text preparation. Study of formats required for EIS, CAM and other common reports. Preparation of environmental impact assessments. Some field work required.

EN 610 Environmental Health
Prerequiste: EN 601 or undergraduate biology major. Principles of public health with general emphasis given to environmental factors such as air and water pollutants, legal standards and preventative measures and their relationships to public health.

EN 615 Toxicology
Prerequisite: introductory chemistry. Introduction to environmental and industrial toxicology; toxicologic evaluation; the mode of entry, absorption and distribution of toxicants; the metabolism and excretion of toxic substances; interactions between substances in toxicology; toxicologic data extrapolation; particulates; solvents and metals; agricultural chemicals—insecticides and pesticides; toxicology of plastics; gases; food additives; plant and animal toxins; carcinogens, mutagens and teratogens.

EN 670 Selected Topics
Prerequisite: 9 graduate hours. A study of selected issues of particular interest to the students and instructor. May be taken more than once.

EN 690 Research Project
Prerequisite: permission of the instructor. Independent study under the supervision of an adviser.

EN 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

EN 696 Independent Study II
A continuation of Independent Study I.

EN 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

EN 699 Thesis II
A continuation of Thesis I.

Executive M.B.A.

The Executive M.B.A. program consists of the following 20 courses, each four sessions in length.

EXID 903 The Communication Process
Analysis of communication and the functions of management with emphasis on perception, persuasion, conflict and change.

EXID 906 The Management Process
The role of executives and managers in administrative and operational processes. Topics include organizational goals and structure, planning and performance controls and resource management.

EXID 909 Business and Government Relations
An analysis of the impact of the major regulatory agencies of the federal government upon business. Specific attention will be given to the legal and economic impacts of the agencies and their independence of action vis-a-vis Congress, the judiciary and each other.

EXID 915 Quantitative Decision Making
Probability and financial analysis techniques within the framework of the randomness encountered in the real world. Topics include practical applications of expected values, value of information, Markov systems, game theory and decision theory.

EXID 918 Managerial Economics
Application of economic analysis to business forecasting, planning and policy formulation. Topics include cost-benefit analysis, cost estimation and break-even analysis.

EXID 921 Executive Development Seminar
Examination of a variety of methods of executive development to be accomplished through directed self-evaluation, role-playing and observation of successful executives through on-site visits or lectures by contemporary executives.

EXID 924 Financial Management I
Analysis of financial decision models for investment, financing and dividend decisions of the profit-oriented firm. Includes capital budgeting, capital structures and the cost of capital and dividend policy.

EXID 927 Financial Management II
Analysis of financial decision models for the management of working capital. The management of current assets and the related financing mixture will be explored.

EXID 930 Marketing Practice
The new marketing concept and its application in the modern corporation. Organizational aspects and environmental determinants of marketing decisions are examined, culminating in a discussion of buyer behavior characteristics. The course examines practical considerations in using the elements of the marketing mix: product, price, channel and promotion policy.

EXID 933 International Business
An examination of the theory and practice of a national or international company trading in world markets, focusing on strategic planning for this environment from economic, political, social, regulatory and competitive points of view.

EXID 939 Operations Research and Management
Analysis of management science techniques from the executive perspective. Focus on understanding the value of such techniques as inventory and systems modeling, queuing, linear programming and simulation with an emphasis on their roles in decision making.

EXID 942 Accounting
Examination of financial accounting standards, methods of financial statement analysis and tools for planning, controlling and evaluating the economic performance of the firm. Topics include financial statement analysis, cost systems, budgeting, standard costs and contribution reporting.

EXID 943 Federal Taxation
An introduction to federal taxation and its impact on business decision making. An overview of the basics of federal taxation, its traps and tax planning opportunities.

EXID 945 Human Resources Management
Effective management of the aggregate human resource in the modern organization. Analysis of personnel policies and procedures, manpower planning and employee training.

EXID 948 Labor and Management Relations
An examination of the evolution of the labor movement in the United States and the role that the federal government has played in the shaping of the labor laws pertinent to the collective bargaining system.

EXID 951 Marketing Managment
Strategic considerations and options in managing a firm's marketing function. Scope and methods of marketing research as well as issues involved in new product management are discussed. The importance, opportunities and constraints of international marketing are reviewed, and the unique aspects of service marketing are highlighted.

EXID 954 Organizational Development
Various methods for effective organizational development in contemporary environments will be explored. Analysis of means to improve existing organizations in consideration of past history and changing value structures.

EXID 957 Corporate Policy and Strategy
Examination of the major management issues facing the chief executive with emphasis on resource allocation questions. Topics include the strategy development process, supporting organization structure and reward system. The course serves as an integrating mechanism for several preceding courses.

EXID 960 Computers and Management
Analysis of technologies, costs and challenges of integrating computers into the modern business environment.

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EXID 999 Research Topics Seminar
A seminar in which the culmination of student research will be presented and critiqued, and in which state-of-the-art topics may be examined by non-faculty guest lecturers.

Finance

FI 615 Finance
Prerequisites: A 621, EC 603, EC 604, QA 604, QA 605. The investment, financing and valuation of business firms. Topics include: discounted cash flow, return on investment, investment decisions under uncertainty, long- and short-term sources of funds, optimal financial structure, cost of capital, dividend policy. (Expansion, merger, working capital management and failure and reorganization may also be covered.)

FI 617 Financial Institutions and Capital Markets
Prerequisites: FI 615, FI 651. Financial management of financial institutions and capital markets. Analyzes the institutional and theoretical structure of monetary change and the manner in which financial institutions and markets transmit and influence the impact of monetary policy. Special attention to the role of nonmonetary financial intermediaries, the structure and regulation of capital markets and the functions of market yields as the price mechanism that allocates saving to various categories of economic investments.

FI 619 Monetary and Central Banking Policy
Prerequisites: FI 615, FI 651. The impact of monetary change upon employment, output and prices; the formulaton and execution of Federal Reserve policy designed to regulate money, credit and interest rates.

FI 620 Working Capital Management and Planning
Prerequisites: FI 615, FI 617, FI 651 or permission of instructor. The examination and understanding of working capital management, leasing, mergers and acquisitions and overview of multinational finance.

FI 645 Corporate Financial Theory
Prerequisites: FI 617, FI 651 and permission of the finance adviser. An analysis of the theoretical structure supporting optimum financial decision making by the business firm. Emphasis is placed on the determination of the combination of investment, financing and dividend decisions that maximizes the valuation of the firm within a security market context.

FI 649 Security Analysis
Prerequisite: FI 651. An analysis of the determinants of valuation for fixed income securities, common stocks, convertible securities, options and common stock warrants. Emphasis is placed on the information and techniques relevant to security valuation and selection and the structure and workings of the securities markets.

FI 651 Portfolio Management and Capital Market Analysis
Prerequisites: FI 615, QA 605 or permission of instructor. Considers the theoretical structure for the procedures (security analysis, portfolio analysis and portfolio selection) which constitute the process of portfolio management, as well as their limitations in practice. Additional attention is placed on the logical implications of portfolio analysis for capital market theory.

FI 655 Speculative Market Analysis
Prerequisites: FI 617, FI 651. A conceptual and operational examination of the markets in which financial futures and commodities are traded, the participants and major exchanges including an analysis of the major futures traded and the factors influencing their prices. Option valuation theory is also covered.

FI 661 Real Estate: Principles and Practices
Prerequisite: FI 615, FI 651. Real estate from the investor's point of view. Impact of taxation on real estate investments. Emphasis on commercial land use through the use of case studies and problems.

FI 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

FI 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

FI 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

FI 696 Independent Study II
A continuation of Independent Study I.

FI 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

FI 699 Thesis II
A continuation of Thesis I.

Fire Science

FS 625 Chemistry of Fires and Explosions
An examination of the basic organic chemistry and combustion and explosive properties of flammable materials. The chemical principles underlying fires and explosions. Chemical properties of various synthetic materials and the products of their combustion. Fire retardant materials and chemicals used in fire extinguishment.

FS 661 Systems Approach to Fire Safety I
The systems approach to fire safety as used by fire protection engineers, fire science technicians and fire administrators in analyzing and designing fire safety in buildings. The course will consider the various routes that can be followed to achieve low budget, logical, cost-effective ways of accomplishing predetermined fire safety goals.

FS 662 Systems Approach to Fire Safety II
Prerequisite: FS 661. A continuation of Systems Approach to Fire Safety I.

FS 666 Seminar on Industrial Fire Protection
This course will prepare the fire science major to make decisions on various fire protection schemes in industry and other commercial property situations. Since fire protection responsibilities are often delegated to the occupational safety or security manager, the course will provide these students with necessary background in fire protection.

FS 667 Fire and Building Codes, Standards and Practices
The study of building and fire codes and regulations, as they relate to the prevention and incidence of structural fires. Contemporary building and fire codes and practices, and their enforcement. Model building codes. Fire prevention and control through building design.

FS 668 Fire and Casualty Insurance Practices
A study of financial risk and decision making from the investigative point of view. Insurance rate making and relation to risk and other factors. Insurance adjustment and economic factors that must be considered in fire and accident investigations.

FS 669 Dynamics, Evaluation and Prevention of Structural Fires
A detailed analysis of the evolution of modern structures, and the mechanical systems necessary to provide safety and comfort. The effect of the nature of structures and their mechanical systems on fire behavior. Structural bases and mechanical systems for fire protection and fire prevention.

FS 670 Special Topics
An examination and evaluation of the current and future problems faced by today's fire, public safety, insurance and security professionals.

FS 693 Internship
The student's formal educational development will be complemented by field experience in various fire science settings or agencies. The internship will be supervised by department faculty.

FS 695 Independent Study
A directed, independent learning experience with the topic and format to be agreed upon by the student and supervising faculty.

FS 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress toward completion of the thesis.

FS 699 Thesis II
A continuation of Thesis I.

COURSES

Hotel and Restaurant Management

HR 605 Hospitality Corporate Law
Prerequisite: HR 212 or equivalent. This course will address an in-depth analysis of legal issues facing operators of businesses in the hospitality industry at the corporate level. Critical examination of contemporary issues resulting from the regulatory, restrictive and supplementary activities of government are analyzed. Student interaction with industry, labor and government representatives and agencies is encouraged. Case studies will be reviewed and analyzed.

HR 610 Content Seminar in Hotel and Restaurant Management, Dietetics and Tourism Administration
Detailed analysis of recent developments in food service, lodging, dietetics, institutions and tourism. Attention will be given to quality assurance and determination of job priorities.

HR 625 Supervisory and Leadership Development in Hotel, Restaurant, Dietetics and Tourism Operations
An incident approach is used to provide a cross section of supervisory situations. Emphasis is given to particular situations involving leadership development, ethical behavior and formal and informal organizations of social behavior.

HR 630 Personnel and Labor Relations in Hotel, Restaurant, Dietetics and Tourism Operations
Topics include organizational behavior, personnel selection, placement, supervision, job evaluation, wage and salary administration, motivation, morale and union-management relations. Case studies and role playing are integral parts of the course.

HR 635 Hospitality Industry Capital Budgeting and Managerial Accounting
Prerequisites: A 621, FI 615. This course will investigate financial planning and control at the corporate level of hospitality industries. Investment decisions, growth and expansion strategies, planning capital structure and the cost of capital will be analyzed. Working capital management, capital budget and methods of finance aimed at maintaining liquidity and profitability will be addressed. Analysis of actual cases is supplemented by selected readings.

HR 640 Haute Cuisine for Hospitality Executives
An advanced course which covers the study and preparation of classical food items and service of the major world cuisines. Emphasis is placed on the geographical, socioeconomic and religious influences which determine the cultural patterns of cuisine. Laboratory fee required.

HR 650 Hospitality Corporate Marketing
Prerequisites: HR 322 or equivalent, MK 609. Understanding the hospitality corporate market as it relates to social, psychological, environmental, economic, and personal factors for the development of strategies for cultivating new markets and new business. Strategic and decision-making aspects of hospitality marketing are stressed. Review of case studies and student interaction with industry and marketing agencies.

HR 655 Development of Hotel, Restaurant, Dietetics and Tourism Operations
Examines the processes for developing profitable hospitality services. Some of the characteristics, opportunities, risks and decisions involved in starting hospitality operations are studied. Emphasis is on alternative financing methods and avenues.

HR 670 Special Topics in Hotel, Restaurant, Dietetics and Tourism Operations
An in-depth examination of topics in the field of hospitality which reflect the special interests of the students. Focus will be on the managerial skills needed for organizational decision making, aggregation of resources, political power within the organization and the allocation of resources and work flow.

HR 690 Research in Hotel and Restaurant Management
Emphasis will focus toward the individual student and individual interests that may be applicable to current research in hospitality literature. Research must be conducted under the supervision of a faculty member.

HR 695 Independent Study I
A planned program of individual study under the supervision of a faculty member.

HR 696 Independent Study II
A continuation of Independent Study I.

HR 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a graduate thesis.

HR 699 Thesis II
A continuation of Thesis I.

Humanities

HU 601-602 Themes in Western Thought and Culture: Greece, Rome
Readings in primary sources of some of the classics in Western thought from Homer to the Renaissance. The place of these selected works in the development of Western ideas.

HU 606 Humanism and Its Methodology
A classic idea, work of art, musical composition, work of literature, historical event and the variety of the critical appraisals of it.

HU 611 Historical Views and Views of History
A survey of modern Western historiography with particular attention to the methodology of recent and contemporary historians.

HU 616 Art and Thought of the Renaissance
A study of the achievements of some of the major figures of the Renaissance in art, music, philosophy, natural science, literature, drama.

HU 621 The Age of the Enlightenment
Philosophical background of the Age of Reason and its effects on the art, music and literature of the period.

HU 626 The Age of Darwin
Scientific thought of the period and its effect on religious and philosophical ideas, on art and literature, and on the development of sociological thought.

HU 631 Culture and Ethics in the Modern Age
Popular attitudes and rational concepts that determine the structure of contemporary America.

HU 636 Philosophical Thought
An examination of the changes in meaning and use of such enduring themes as certainty, existence, God, justice, knowledge, law, right, good.

HU 638 Structuralism and Structural Linguistics
An introduction to the basic principles of structuralism, with special emphasis given to elements of language and linguistic theory.

HU 641 Technology and Human Values
The influence of applied science and technology on our conceptions of ourselves, our society and our environment.

HU 646 The Social Sciences in Our Time
How the social sciences are related to the humanities; estimates of the human condition in the light of developments in sociology, history, political science, psychology and economics.

HU 651-659 Topics in Humanities

HU 661-669 Topics in History

HU 671-679 Topics in Philosophy

HU 681-689 Topics in the Natural, Physical and Social Sciences

HU 691-695 Independent Study
A planned program of individual study or research under the supervision of a member of the faculty.

HU 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis or portfolio.

HU 699 Thesis II
A continuation of Thesis I.

COURSES

International Business

IB 643 International Business
Prerequisites: EC 603, EC 604. An introduction to the political, economic, technological and cultural setting of international business. Topics include the problems, policies and operational procedures of the multinational corporation, including the adjustment to foreign cultures and governments. The review of the development, organization and structure of the international firm will also be analyzed.

IB 644 International Trade and Finance
Prerequisites: IB 643, MK 609. Focus on foreign exchange risk management and on the financing of imports and exports. Major attention will also be paid to long-run foreign investment decisions, and their evaluation, implementation and control.

IB 645 Comparative International Business Environments
Prerequisites: IB 643, MK 609. A comparative approach to the study of the non-economic aspects of foreign markets of several representative areas in the world. The focus is on the interaction between the sociocultural environment of host nations and the multinational firm.

IB 651 International Marketing
Prerequisites: IB 643, MK 609. The application of marketing principles and techniques in a global environment. A managerial approach to international marketing as it pertains to product policies, market channels, pricing, advertising in a foreign market. Emphasis is placed on marketing in different cultural settings.

IB 652 Multinational Business Management
Prerequisites: IB 643, MK 609. An examination of global strategy, ownership control, organization, and resource management. Major attention will also be given to international risk analysis.

IB 660 East and Southeast Asian Business Systems
Prerequisites: IB 643 and MG 637, or permission of the adviser for international business. An analysis of the business systems of the industrialized, newly industrialized and developing nations of East and Southeast Asia. The course will focus on business organization, processes, procedures and behavior. Emphasis will be placed on the historical, political and cultural underpinnings of business activity. Attention will be given to business strategies and negotiating techniques to be used with East and Southeast Asian governments and firms.

IB 670 Selected Issues
A study of selected issues of particular interest to the student and instructor. May be taken more than once.

IB 690 Research Project
Prerequisite: 15 graduate hours and permission of the instructor. Independent study under the supervision of an adviser.

IB 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

IB 696 Independent Study II
A continuation of Independent Study I.

IB 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

IB 699 Thesis II
A continuation of Thesis I.

Industrial Engineering

The following courses are offered by the department of industrial engineering and computer science. Additional departmental courses are listed under "Computer Science."

IE 601 Introduction to Operations Research/Management Science
Prerequisites: IE 607. Introduction to the techniques and philosophies of management science and operations research. Topics include linear programming, inventory analysis, queueing theory, dynamic programming, decision analysis and other modeling techniques.

IE 604 Management Systems
Techniques of industrial and governmental systems management including general systems and organizational theory.

IE 607 Probability Theory
Prerequisite: M 610 or equivalent. Probability of events. Random variables and expectations; discrete and continuous distributions; important standard distributions and applications; moment generating functions; central limit theorem.

IE 609 Descriptive and Inferential Statistics
Prerequisite: IE 607 or equivalent. Inferential statistical designs, including basic statistical tests and analysis of variance. Statistical theories and application of correlation analysis, multiple linear regression, non-linear regression and analysis of covariance.

IE 611 Budgeting and Control
Prerequisite: A 600. An analytic approach as applied to the principles and policies of operational budgeting and control of expense and capital investments. Includes forecasting techniques, development of totally integrated systems with traditional financial statements and controls from top management to first-line supervision.

IE 612 Managerial Interactions I
An interdisciplinary systems approach to human behavior in organizations with emphasis on the impact of industrial engineering methods on organizational performance. The first course will deal with individual motivation and face-to-face interaction in managerial roles; the second concentrates on organizational development, job enrichment and modern work attitudes.

IE 613 Managerial Interactions II
Prerequisite: IE 612.

IE 614 Data Information Systems
Prerequisites: any one of CS 603 through CS 610 or equivalent, IE 604. Introduction to automated information systems planning and operations and their impact on management decision making, control functions and communication capabilities. An overview of concepts and procedures with applications in urban environments, large organizations and governmental agencies. Techniques presented include PERT/CPM, Gantt charting, cost-benefit analysis.

IE 615 Transportation and Distribution
Prerequisite: IE 601. Introduction to transportation science with emphasis on physical distribution problems. Survey of operations research models and optimization strategies and their roles in transportation systems management.

IE 621 Linear Programming
Prerequisites: M 610 or equivalent, IE 601 or equivalent. Thorough coverage of the techniques and applications of linear programming, a powerful operations research tool for optimal allocation of limited resources in linear systems.

IE 622 Queueing Theory
Prerequisites: IE 607 and M 610. Elements of queueing theory including finite and infinite cases. Single server and multiple server parallel channels, series queues and special cases are analyzed. Experimental methods, including simulation, are presented in the context of industrial environments.

IE 623 Decision Analysis
Prerequisite: IE 609. Decision theory, game theory; benefit-cost analyses under uncertainty; advanced engineering economic analysis.

IE 624 Quality Analysis
Prerequisite: IE 609. Concepts of quality and statistical quality analysis. Sampling techniques and decision processes.

IE 625 Advanced Mathematical Programming
Prerequisites: IE 621, CS 606B. A course in advanced mathematical programming techniques. Integer programming, goal programming, and multiple objective linear programming techniques will be covered. Computer applications will be demonstrated.

COURSES

IE 643 Reliability and Maintainability
Prerequisite: IE 609 or QA 604. The basic theory and methodology of reliability and maintainability, including application of discrete and continuous distributions and statistical designs. Reliability, estimation, structure models and growth models.

IE 651 Human Engineering I
A broad coverage of the physiological and psychological aspects of man and the environment in which he lives and works. Topics include human factors, motivation, aspects of experimentation and design. Laboratory fee required.

IE 652 Human Engineering II
Prerequisite: IE 651. Continuation of Human Engineering I. Laboratory fee required.

IE 655 Manufacturing Analysis
Prerequisites: undergraduate courses in manufacturing or manufacturing work experience and consent of instructor. This course presents the principles of the theory of metal cutting and metal working for improving the manufacturing operations involving metal machining and metal working. It provides an opportunity for the students to thoroughly understand the experimental approaches used in manufacturing. Laboratory fee required.

IE 671 Current Topics in Operations Research
Prerequisites: IE 601, IE 607, IE 621 or permission of the instructor. An examination of new developments or current practices in operations research. A topic will be selected for thorough study; possible subject areas include nonlinear programming, network theory, scheduling techniques, specialized techniques, specialized applications. Content may vary from trimester to trimester.

IE 672 Current Topics in Industrial Engineering
Prerequisite: IE 601 or permission of the instructor. An examination of new developments or current practices in industrial engineering. A topic will be selected for thorough study—possible subject areas include reliability, production engineering, human factors, specialized applications. Content may vary from trimester to trimester.

IE 681 System Simulation
Prerequisites: IE 601; CS 606B, or CS 606 and permission of the instructor. A study of the behavior of systems using computer simulation models of their organizational structure and decision criteria.

IE 683 Systems Analysis
Prerequisites: IE 601 or QA 605, IE 614. Techniques and philosophies defining the concept of systems analysis presented in detail; illustrated with large scale case studies. Diverse systems are analyzed covering the social, urban, industrial and military spheres. Techniques presented include utility theory, decision analysis and technological forecasting.

IE 685 Theory of Optimization
Prerequisites: calculus, CS 606 or equivalent. Nonlinear and dynamic programming with special reference to computer analysis of optimization problems.

IE 686 Inventory Analysis
Prerequisites: IE 601, IE 607 or QA 605. Inventory theory and practical applications in operating inventory systems. Model construction, optimization and computer simulation.

IE 687 Stochastic Processes
Prerequisite: IE 622. The theory and application of discrete and continuous-time stochastic processes. Areas of application include queuing, inventory, maintenance and probabilistic dynamic programming models.

IE 688 Design of Experiments
Prerequisite: IE 609 or equivalent. Principles of modern statistical experimentation and practice in use of basic designs for scientific and industrial experiments; single factor experiments, randomized blocks, Latin squares; factorial and fractional factorial experiments; surface fitting designs.

IE 690 Research Project
Prerequisites: 15 graduate hours and permission of the program coordinator. Independent study under the guidance of an adviser into an area of mutual interest, such study terminating in a technical report of academic merit. Research may constitute a survey of a technical area in industrial engineering or operations research, or may involve the solution of an actual or hypothetical technical problem.

IE 695 Independent Study I
Prerequisite: permission of the program coordinator. Independent study under the guidance of an adviser into an area designated by the program coordinator.

IE 696 Independent Study II
A continuation of Independent Study I.

IE 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

IE 699 Thesis II
A continuation of Thesis I.

Business Law

LA 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

LA 673 Business Law I: Contracts and Sales
A study of the legal aspects of contracts and the results of contractual obligations. Legal problems stemming from the sale of goods, including the rights and duties of buyers and sellers and the remedies available to them.

LA 674 Business Law II: Business Organizations and Negotiable Instruments
Prerequisite: LA 673. Introduction to problems of formation and operation of legal groups with particular emphasis on the law of agencies, partnerships and corporations. Course coverage also will include the law of negotiable instruments.

LA 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

LA 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

LA 696 Independent Study II
A continuation of Independent Study I.

LA 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

LA 699 Thesis II
A continuation of Thesis I.

Logistics

LG 660 Logistics Technology and Management
Designed to provide to the student a broad survey of the wide range of logistics activities. Subjects covered: the concepts of the integrated logistics management system, customer interfaces, inventory management and support of spares and supplies, physical distribution management as well as the logistical organization planning and administration. Course content includes the quantitative analytic techniques and computational tools commonly used in the logistical decision-making process.

LG 663 Logistics Management in the System Acquisition Process
Designed to provide students with a general knowledge of the management process for the acquisition of equipment and material. Subject topics are: test and evaluations, specifications as a procurement instrument, procurement methods, types of contracts and management system interfaces.

LG 665 Integrated Logistics Support Analysis
Designed to provide students with an opportunity to understand the concept of Integrated Logistics Support (ILS) and an overview of each of the elements of logistics specialities, their interface and interaction, as well as the integration of the separate logistics specialties into a coherent effort and output. Topics covered in this course include reliability, maintainability, life-cycle cost, ILS management and major ILS decisions involved, test and support equipment and personnel, and training warranties.

COURSES

LG 669 Life Cycle Cost Analysis
A study of Life Cycle Cost Analysis (LCCA), a new state-of-the-art management tool used in the defense industry to assist and advise decision-makers to identify a preferred choice among all possible alternatives in acquisition of new equipment and/or systems. Topics discussed will be techniques and concepts such as the total cost concept, the fixed cost criterion, the fixed effectiveness criterion and the marginal utility criterion. Management decision making is emphasized.

LG 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

LG 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

LG 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

LG 696 Independent Study II
A continuation of Independent Study I.

LG 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

LG 699 Thesis II
A continuation of Thesis I.

Mathematics

M 610 Fundamentals of Calculus
Prerequisite: M 115 (pre-calculus mathematics) or equivalent. Review of algebra and trigonometric functions. Topics from calculus, including differentiation and integration methods applied to problems in science, business and the social sciences. A review of series.

M 615 Linear Mathematics and Combinatorics
Prerequisite: M 610 or equivalent. Discrete mathematics topics used extensively in computer science, including linear algebra, graph theory and combinatorics. Emphasis on applications to computer science.

M 616 Applied Modern Algebra for Computer Science
Prerequisite: M 615. Advanced topics in logic and combinatorics as well as an introduction to discrete modern algebra and its applications to computer science.

M 620 Numerical Analysis
Prerequisite: A minimum of 12 credit hours of undergraduate mathematics, including calculus and linear algebra; programming facility with a computer language such as FORTRAN or Pascal or BASIC. Topics include: solution of transcendental equations by iterative methods; solution of systems of linear equations (matrix inversion, etc.); interpolation, numerical differentiation and integration; solution of ordinary differential equations.

M 624 Applied Mathematics
Prerequisites: A minimum of 12 credit hours of undergraduate mathematics, including calculus and differential equations. Special functions; Fourier series and integrals; integral transforms (Fourier, Laplace, etc.) and their use in solution of boundary value problems.

M 632 Methods of Complex Analysis
Prerequisite: graduate standing in engineering or mathematics. A study of the applications of the methods of complex variables to engineering and physical sciences. Topics include analytic function theory, contour integration and conformal mapping.

M 670 Special Topics in Mathematics
Prerequisite: permission of the instructor. A study of selected topics of particular interest to students and instructor. Course may be taken more than once.

M 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

M 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

M 696 Independent Study II
A continuation of Independent Study I.

M 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

M 699 Thesis II
A continuation of Thesis I.

Mechanical Engineering

ME 602 Mechanical Engineering Analysis I
Topics in complex variables, evaluation of integrals via residue theorem, special functions, solution of partial differential equations by separation of variables and integral transform methods, Green's function.

ME 604 Mechanical Engineering Analysis II
Prerequisite: Knowledge of FORTRAN. Review of matrix algebra and simultaneous equations. Numerical integration and differentiation, including techniques such as Euler, Runge-Kutta, Milne, shooting, Crank-Nicolson and FEM. Emphasis on numerical solutions to ordinary and partial differential equations relevant to mechanical engineering.

ME 605 Finite Element Methods in Engineering
Prerequisite: ME 604 or M 620. Basic concepts underlying the FEM. Displacement and weighted residual formulations of the finite element approach to numerical solutions. Applications to one-and-two dimensional problems in areas such as elasticity, heat transfer and fluid mechanics.

ME 610 Advanced Dynamics
Kinematics and dynamics of single particles and systems of particles. Lagrange's equations. Hamilton's principle and canonical transformation theory. The inertia tensor and rigid body motion.

ME 611 System Vibrations
Advanced techniques for analysis of vibrations in mechanical systems. Multiple degrees of freedom, random noise inputs among topics.

ME 613 Fundamentals of Acoustics
Basic theory of acoustics in stationary media; plane, cylindrical and spherical waves; reflection, transmission and absorption characteristics; sources of sound; propagation and attenuation in ducts and enclosure.

ME 615 Theory of Elasticity
Index notation, Cartesian tensors and coordinate transformation, stress tensor and field equation, analysis of stress and strain in two and three dimensions, Airy stress function, applications to problems of torsion and bending, experimental methods.

ME 620 Classical Thermodynamics
Phenomenological equilibrium and nonequilibrium thermodynamics. Formulation and application of fundamental laws and concepts; chemical thermodynamics.

ME 622 Statistical Mechanics
Development of the molecular theory of matter; classical and quantum statistical results of equilibrium and kinetic properites of solids, liquids and gases.

ME 625 Mechanics of Continua
Tensor analysis, the stress vector and the stress tensor, kinematics of deformation, material derivative, fundamental laws of continuum mechanics, conservation theorems, constitutive laws and representative applications.

ME 628 Modern Materials
Survey of the forefront of current engineering materials and processing techniques. Representative topics might include composites, superalloys, laser fabrication and continuous casting techniques.

ME 630 Advanced Fluid Mechanics
Advanced topics chosen from among the following areas: perfect fluids, viscous fluids, turbulence, boundary layer theory, surface phenomena, shock waves and gas dynamics.

ME 632 Advanced Heat Transfer
Review of the basic concepts of conduction and radiation. Detailed treatment of laminar, turbulent, free and forced convectional flows. Computational projects.

ME 635 Dynamic Systems and Controls
Introduction to the modeling of dynamic systems. Emphasis on the analysis of first and higher order continuous-time linear models. Feedback techniques with examples from various branches of mechanical engineering.

ME 638 Measurement and Instrumentation in Mechanical Engineering
Measurement principles, including error analysis. Instrument systems: sensing, transmitting and terminating devices. Typical systems and devices for measuring motion, force, stress, strain, pressure, flow and temperature.

COURSES

ME 645 Computational Fluid Dynamics and Heat Transfer
Prerequisites: ME 630; ME 604 or M 620. Current methods of computer solutions of the conservation equations of fluid dynamics. Viscous, incompressible, compressible and shock flows. Real gas equations of state. Computer projects.

ME 670 Special Topics
Prerequisite: permission of the instructor. A study of selected topics of particular interest to students and instructor. Course may be taken more than once.

ME 695 Independent Study I
Prerequisite: permission of program coordinator. Independent study under the guidance of an adviser into an area designated by the program coordinator.

ME 696 Independent Study II
A continuation of Independent Study I.

ME 698 Thesis I
Prerequisite: 18 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

ME 699 Thesis II
A continuation of Thesis I.

Management

MG 625 Systems Techniques in Business Administration
An integrated study of the techniques for solving administrative problems, including the analysis and improvement of organizational structures, office procedures, forms design, records management, reports and equipment standards. The conduct of a comprehensive systems survey using these techniques is explored in depth, as are flow charting and the preparation of manuals.

MG 635 Purchasing and Materials Management
This course deals with the management of materials and the procurement function in a business enterprise. The fundamental auxiliary functions and management of materials activities provide introduction to an increasingly specialized field of business administration.

MG 637 Management
A study of the functions of management planning, organizing, directing, controlling, coordinating.

MG 638 Cost Benefit Management
Prerequisites: QA 604, EC 603. An introduction to and overview of the field of cost/benefit management. Fundamental theoretical evaluation of cost/benefit of a project will be covered. Other topics discussed include: the selection of the best investment criteria, the external environmental spillover effects and the application of cost/benefit management in decision making under uncertainty.

MG 640 Management of Health Care Organizations
Identification of the characteristics of health care organizations and the dimensions of management in such organizations. Examination and application of the principles of management necessary for the successful operation of health care organizations. M.B.A. students in the health care concentration take MG 640 in place of MG 637 in the required core curriculum.

MG 641 Contract Administration
Prerequisite: QA 600 or equivalent. The administrative aspects of the contract and its modification, evaluation and subcontracting. Importance is given to value analysis as it affects government property and actions of the contractor and the government. Other issues are covered such as financial and patent rights.

MG 645 Management of Human Resources
A study of organizational practices in the management of human resources. Manpower planning, recruitment, selection, training, compensation and contemporary problems of the field.

MG 650 Venture Management
Prerequisites: A 621, FI 615, MG 637, MK 609, or permission of the instructor. Deals with the establishment of a new business venture, covering such topics as site development, market analysis, staffing, inventory control, personnel relations and funding.

MG 655 Merger, Acquisition and Divestiture Management
Prerequisites: FI 615, MG 637. An analysis of corporate combinations and their effects on management, labor, consumers and the economy. Specific topics include the economic and financial setting of business combinations; the motives for merger; merger valuation; merger negotiations; the integration of merged units with the balance of corporate activities; divestitures and spinoffs.

MG 660 Comparative Management
Prerequisite: MG 637. A study and comparison of managerial systems and practices in different organizations and/or countries throughout the world. A conceptual framework is developed to analyze the interaction between managerial processes and cultural factors as they affect business activity.

MG 661 Development of Management Thought
Prerequisite: MG 637. Study of the literature from various disciplines in order to determine the thinking and practices of leaders of organizations, past and present. The historical perspective of management thought will be developed. The contributions of religion, philosophy, economics, sociology and psychology to management thought and practice will be examined. Emphasis on pioneering works in the management of organizations. Case studies of the thinking and practices of famous leaders of American business enterprises.

MG 662 Organization Theory
Prerequisite: MG 637. A survey of the literature on theories of organization with emphasis on contemporary theories. Application of the theories to management and organizational problems will be attempted. Difficulties arising between theory and practice will be examined.

MG 663 Leadership in Organizations
Prerequisite: MG 637. Examination of theories and research findings from the behavioral sciences that are relevant to leadership in organizations. The role of the leader within the organization; the prerequisites, knowledge and practices required for successful leadership. Programs for the development of leaders will be explored.

MG 664 Organizational Effectiveness
Prerequisite: MG 637. Identification of the criteria necessary for developing and maintaining effective organizations. A study of the concepts that may be utilized in the management of these criteria. Approaches that may be examined and applied to problem situations through cases and role playing.

MG 665 Compensation Administration
Prerequisites: MG 645 and EC 625. A study of the compensation function in organizations. Establishing wages and salaries, fringe benefits and incentives.

MG 669 Business Policy and Strategy
Prerequisites: MG 637 and 3 credit hours of 600-level MG course work. Examination of management policies and strategies for the complex organization operating in a dynamic environment, from the viewpoint of the top-level executives of the organization. Develops analytic frameworks for the management of numerous elements involved in assuring the fulfillment of the goals of the total organization. Integrates the student's general business knowledge with the required courses in the M.B.A. program. Emphasis is placed on the development of oral and written skills by the examination and discussion of cases.

MG 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

MG 675 Readings in Management
A seminar. Examines the literature in selected areas of management.

MG 678 Personnel Management Seminar
Prerequisites: MG 637, MG 645, P 619 and EC 625. A seminar in the personnel and manpower management function of the modern work organization. The use of an integrated behavioral, quantitative and systems approach permits an applied multidisciplinary synthesis of the various aggregate manpower management subsystems required in the modern work organization.

COURSES

MG 679 Industrial Relations Seminar
Prerequisites: MG 637, P 619, EC 625 and EC 687. A seminar in industrial relations and the labor-management relations function of the modern work organization. The use of an integrated behavioral, economic and legal approach permits an applied multidisciplinary synthesis of the employee relations function required in either nonunionized or unionized work organizations.

MG 680 Current Topics in Business Administration
Prerequisite: 15 graduate hours or permission of the instructor. An integrative course examining the role of business in society and relating the business firm to its social, political, legal and economic environments. While the exact content of this seminar is expected to vary from trimester to trimester in accordance with the varied academic interests and professional backgrounds of different faculty handling the course, the basic theme is the role of the business firm as the "keeper" of the market mechanism and the means for organizing resources in the economy.

MG 685 Research Methods in Business Administration
Prerequisite: QA 604 or equivalent. Designed to familiarize administrators with methods of social research and to assist them in the presentation, interpretation and application of research data.

MG 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under the supervision of an adviser.

MG 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

MG 696 Independent Study II
A continuation of Independent Study I.

MG 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

MG 699 Thesis II
A continuation of Thesis I.

Marketing

MK 609 Marketing
Prerequisite: EC 603. An intensive study of modern marketing fundamentals; a study of the decision-making problems encountered by the marketing executive and the relation of marketing to environmental forces.

MK 616 Buyer Behavior
Prerequisite: MK 609. An examination of the principal comprehensive household and organizational buyer behavior models and the behavioral science theories upon which such applied models are based. The buyer is analyzed at the individual level, at the social level and at the organizational level.

MK 638 Competitive Marketing Strategy
Prerequisites: MK 609 and 3 credit hours of 600-level MK course work or MG 669. This course focuses on product, price, distribution and promotion strategies that will give a company a competitive advantage. Considerable attention also will be given to corporate self-appraisal, market segmentation and competitor evaluation.

MK 639 Marketing Research and Information Systems
Prerequisites: MK 609, QA 605. A managerial approach to marketing information flow, including recognition of information needs and an overview of marketing research as part of an information system. Special attention to evaluation of research design and measurement methods, effective utilization of research output and problems encountered in establishing a marketing information system.

MK 641 Marketing Management
Prerequisite: MK 609. The treatment of the basic decision problems of marketing management in terms of a conceptual framework for analysis. Consideration of the role played by human judgments and the mathematical tools available to aid in these judgments in a number of marketing areas, notably market analysis, pricing decisions, advertising decisions, promotional decisions and selection of distribution channels.

MK 643 Product Management
Prerequisite: MK 609. The search for new product ideas and their evaluation; the organization structure necessary to the development and introduction of new products and the management of a product line; the commercial aspects of product design, packaging, labeling and branding; considerations involved in making product deletion decisions; and the social and economic effects of managing product inovation.

MK 644 Consumerism
Prerequisite: MK 609. An analysis of the evolution of the consumerist movement: how and why it has developed, government agencies dealing with consumer problems, the impact of various market structures on the consumer, the impact of consumer-oriented legislation on marketing strategies and the responsibility of business to the consumer and to society.

MK 645 Distribution Strategy
Prerequisite: MK 609. Analysis of channel strategies, theory and economic justification of distribution channels, direct and indirect methods of control, behavioral states of channel members, costing the channel and management of changes in distribution.

MK 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

MK 680 Marketing Workshop
Centers around a structural model of a business firm. The major objective is to provide the student with an opportunity to develop managerial insights and skills in dealing with marketing problems in a competitive environment. Participants are grouped into decision-making units (companies) and each student assumes the role of a marketing executive operating a business firm. These executives will be responsible for planning, organizing, staffing, directing and controlling their firm's resources.

MK 690 Research Project
Prerequisite: 15 graduate hours and permission of the instructor. Independent study under the supervision of an adviser.

MK 692 Readings in Marketing

MK 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

MK 696 Independent Study II
A continuation of Independent Study I.

MK 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

MK 699 Thesis II
A continuation of Thesis I.

Psychology

P 605 Survey of Community Psychology
An examination of historical roots and current concepts. A social-problems approach to sychological dysfunction. Changing professional roles. Community organization and human service delivery; strategies of intervention and community change.

P 607 Special Problems in Community Psychology
Theory and practice of community psychology with selected problems, populations and settings. Emphasis on community psychology service issues and problems in the Connecticut area.

P 609 Research Methods
Prerequisite: undergraduate course in statistical methods. Introduction to analytic concepts pertinent to sampling techniques, research design, variable control and criterion definition. Basic problems of measurement, research paradigms, sources of error in research interpretation, problems of variable identification and control and consideration of the logic of inference.

P 610 Program Evaluation
Prerequisite: P 609. A systematic study of the processes involved in planning, implementing and evaluating organizational programs. The focus is on action research strategies which integrate the entire process from planning to the evaluation of the program.

COURSES

Practicum Seminars and Field Work:

An apprenticeship or on-the-job role in a ongoing program or center. Emphasis on developing conceptualizations and insights as a result of involvement in the apprenticeship. Placement at a field site for 8 to 10 hours per week. Weekly class meetings serve two purposes: to present specific theoretical material and research findings appropriate to each seminar and to allow students to discuss their field training experiences.

P 611 Individual Intervention Seminar

An examination of strategies for providing direct helping services to individuals in the context of formal and informal networks of social and community support. Topics include the nature of the dyadic relationship, development of therapeutic and case management skills, professional ethics, and supervision. Applications to a wide range of problems, populations, and settings.

P 612 Consultation Seminar

An examination of the consultation process. Topics include the role of the consultant, stages of consultation, the development of consulting skills and political/ethical issues. Different approaches to consultation practice are analyzed, along with their associated interventions.

P 613 Systems Intervention Seminar

An examination of the dynamics of planned, systems-level change in the field of human services. The distinctive characteristics of human service organizations are analyzed, and an overall intervention model is developed, applied and discussed. Of special interest to those with responsibilities in program planning and implementation.

P 614 Individual Intervention Field Work

Supervised field training in the provision of direct services to individual clients. Supervision is jointly provided by the field setting and the psychology department. Students must be available for at least one day per week. Permission of instructor is required.

P 615 Consultation Field Work

Supervised field training in the development of consultation skills. Supervision is jointly rovided by the field setting and the psychology department. Students must be available for at least one day per week. Permission of instructor is required.

P 616 Systems Intervention Field Work

Supervised field training in rogram planning and development. Supervision is jointly provided by the field setting and the psychology department. Students must be available for at least one day per week. Permission of instructor is required.

P 619 Organizational Behavior

Analysis of various theories of business and managerial behavior emphasizing the business organization and its internal processes. Psychological factors in business and industry, including motivation, incentives and conflict. A study of research findings relevant to an understanding and prediction of human behavior in organizations.

P 620 Industrial Psychology

Psychological theories and research applied to business and other organizations. Problems and methods in selection and placement, training, performance appraisal, criterion development and ergonomics.

P 621 Behavior Modification

Theory and research in behavior modification. Aversive learning, desensitization, operant conditioning. Applications in clinical and non-clinical settings.

P 623 Psychology of the Small Group

Analyses of the behavior and interaction of people in mutual gratification groups, committees, work groups and clubs.

P 625 Life Span Developmental Psychology

In-depth exploration of normal and abnormal development through the life cycle. Emphasis on childhood, adolescence, adulthood and later years. Developmental impact of family, neighborhood, schooling, work, culture. Issues of class, ethnicity, gender, age, etc. Applications of theory and research to community treatment and prevention.

P 627 Attitude and Opinion Measurement
Prerequisite: P 609. Examination of modern methods of attitude and opinion measurement. Scale, schedule and interview formats. Respondent sets. Consideration of sampling problems.

P 628 The Interview
The interview as a tool for information gathering, diagnoses, mutual decision making and behavior change. Use of role playing provides the student with insights into nuances of interpersonal relationships. Applications to selection, counseling and other situations.

P 629 Introduction to Psychotherapy and Counseling
Theory, research and practice of psychotherapy and counseling. Examination of the assumptions, roles and processes of the therapeutic relationship.

P 630 Psychology of Personality
Major personality theories and their implications. Examination of the psychological and organic factors involved in personality development and expression.

P 631 Social Psychology
Current problems in social psychology. Attitude scale construction, attitude change, language as a social phenomenon, patterns of culture, social class, groups, person perception and conformity.

P 632 Group Dynamics and Group Treatment
An exploration of the emerging area of group dynamics. The structure of groups and their development, process interaction analysis, formal and informal groups, group psychotherapy and sensitivity training.

P 633 Problems of Drug Abuse
Discussion of selected issues and current problems in drug abuse.

P 634 Personality Assessment
A critical survey of the theories and issues of personality assessment. Topics include intelligence, achievement and ability assessment. Personality tests and ethical questions associated with psychological testing.

P 635 Assessment of Human Performance with Standardized Tests
Prerequisite: P 609. Theories, assumptions and constraints underlying construction and application of standardized tests employed in clinical, educational, governmental and industrial settings. Emphasis on selection of appropriate standardized tests for specific applications.

P 636 Abnormal Psychology
Etiological factors in sychopathology dynamics and classification of neuroses, psychophysiologic conditions, psychoses, personality disorders, organic illness, retardation and childhood diseases.

P 638 Psychology of Communication and Opinion Change
Characteristics of the source, the situation and the content of messages, along with other variables influencing attitudinal modification. Cognitive factors and social settings in attitude change.

P 640 Industrial Motivation and Morale
Prerequisite: P 619. The meaning of work; theories of motivation; values and expectations; performance and reinforcement; job satisfaction and motivation; pay as an incentive; interventions to increase work motivation.

P 641 Personnel Development and Training
Prerequisite: P 619 or P 620. Identification of skills and developmental needs, both from an organizational and individual perspective. Techniques for assessment and development of skills, especially at the managerial level. Training approaches. Evaluation of training efforts.

P 642 Organizational Change and Development
Prerequisite: P 619. The nature of organization development, intervention by third-party consultation, change in organization structure and role relationships, evaluation of change efforts, participation, conformity and deviation.

P 645 Seminar in Industrial/ Organizational Psychology
Prerequisites: P 609 and P 619. An examination of the professional psychologist at work in organizations. Regular subjects include: measurement methods, prediction, validation, selection, training and employee assistance programs, group dynamics, organizational change, stress, performance appraisal; practitioners in business, industry, research organizations and government will provide insights into the application of psychological principles and methods.

COURSES

P 650 Ecological Psychology
An in-depth study of the relationship between molar human behavior and the sociophysical settings in which it occurs. Human behaviors are conceptualized as adaptive responses to environmental and organizational systems that provide their contexts. Particular emphasis will be placed on the ecological match between organizations and their members.

P 660 Contemporary Issues in Industrial/Organizational Psychology
Prerequisite: 12 hours in psychology or consent of the instructor. In-depth investigation of topical areas of concern in industrial/organizational psychology. Topics may include, but are not limited to, the impact of EEOC regulations on selection and promotion; assessment centers; the role of the consultant in organizations; flextime, day care and other strategies to accommodate family needs of employees; stress in work settings; women in management. Content will be stated at the time the course is scheduled. Students may petition for a particular topic they feel would fit their academic goals. May be taken twice.

P 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

P 672 Psychology of the Middle and Later Years
A comprehensive consideration of the psychological aspects of the aging process. Sensation, erception, cognition, intelligence, problem solving, memory and sexuality. Personality changes, disengagement, rigidity. Death and its anticipation.

P 678 Practicum I
For students already employed in a managerial or supervisory role. A job-related research roject is carried out under faculty supervision.

P 679 Practicum II
A continuation of Practicum I.

P 693 Organizational Internship I
For students without experience at the managerial or supervisory level. Under faculty supervision, the student engages in field experience in an industrial setting.

P 694 Organizational Internship II
A continuation of Organizational Internship I.

P 695 Individual Intensive Study I
Prerequisite: completion of required courses or 24 graduate hours and written approval of department chairman. Provides the graduate student with the opportunity to delve more deeply into a particular area of study under faculty supervision.

P 696 Individual Intensive Study II
A continuation of Individual Intensive Study I.

P 698 Thesis I
Prerequisite: completion of all required courses or 24 graduate hours and written approval of department chairman. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

P 699 Thesis II
A continuation of Thesis I.

Public Administration

PA 601 Principles of Public Administration
The development, organization, functions and problems of national, state and local governmental administration.

PA 602 Public Policy Formulation and Implementation
The relationship between public administration and the formulation of public policy is studied. The implementation of public policy by administrators based on the politics of the administrator is examined in terms of interaction between various group representatives such as the legislators, the politician, and pressure-group leaders.

PA 604 Communities and Social Change
Interactions among the community as a social organization and education, police and welfare institutions within it; special attention to conceptual frameworks and current research or action programs that particularly affect minority groups.

PA 611 Research Methods in Public Administration
Designed to familiarize administrators with the tools and potentialities of social research, and to assist them in the presentation, interpretation and application of research data.

PA 620 Personnel Administration and Collective Bargaining in the Public Sector

Study of the civil service systems in the United States and the state governments, including a systematic review of the methods of recruitment, promotion, discipline, control and removal. Explores the effects on work relationships of collective bargaining statutes which have been adopted by legislatures. Emphasis is placed on collective bargaining case studies from state and local governments and hospitals.

PA 625 Administrative Behavior

Recommended prerequisite: PA 601. The problems faced by an administrator in dealing with interpersonal relationships and human processes. Analysis of individual and group behavior in various governmental and business settings to determine the administrative action for the promotion of desired work performance. Emphasis given to the public sector. Participation in actual problem situation discussions and case studies.

PA 630 Fiscal Management for Local Government

Recommended prerequisite: PA 601. The problems faced by a survey of the essential principles of governmental accounting, budgeting, cost accounting and financial reporting. The various operating funds, bonded debt, fixed assets, investments, classification of revenue and expenditures, general property taxes and interfund relationships.

PA 632 Public Finance and Budgeting

Recommended prerequisites: PA 601, EC 608, PA 604. State and local expenditure patterns, state and local revenue sources, income taxation at the state and local levels, excise taxation, sales taxation, taxation of capital and the property tax. Emphasis on fiscal and economic aspects of federalism and federal-state fiscal coordination. The role of the budget in the determination of policy, in administrative integration, in control of government operations.

PA 634 Problems of Municipal Management

Study of selected problems of city management with emphasis on "housekeeping" and line operations.

PA 635 Statistics for Public Administrators

Provides a basic theoretical treatment of the nature of statistical analysis and its role in economic research design and procedure.

PA 641 Financial Management of Health Care Organizations

Theory and application of financial planning and management techniques in health care organizations. Emphasis is on financial decision making; preparation of short-term and long-term cash, capital, revenue and expense budgets and financial plans to meet the requirements of HCFA and other third parties.

PA 642 Health Care Delivery Systems

A contemporary analysis of health care delivery systems in the U.S. Financial, cost, economic, political and organizational issues will be discussed.

PA 643 Health and Institutional Planning

Designed to develop skills and understanding of the dynamics of health and social planning processes with respect to consumer demand, national and local health goals and the optional location of facilities, services and manpower.

PA 644 Administration of Programs and Services for the Aged

The structure, function and properties of publicly and rivately funded programs and service organizations providing health services to the aged. The economic, political, legal and social issues which affect the administration of human service organizations will be studied, with emphasis on administration of health care services.

PA 645 Health Care Economics and Finance

Recommended prerequisite: PA 641. Integration of accounting, economics, finance, budgeting and health insurance principles, concepts and analytic tools which are essential to the decision-making processes of health care organizations.

COURSES

PA 646 Organization and Management of Long-Term Care Facilities
This course examines the variety of systems providing long-term care services for the aged. Special concentration is placed on the ways various facilities are managed and interact with the state bylaws. Case studies are used to illustrate decision making and problem solving within health institutions.

PA 650 Administrative Law
A search for principles and criteria against which public interest can be balanced with private right in the changing patterns of government, with particular reference to the American system.

PA 660 Urban Planning: Theory and Practice
Explores the concept of physical planning within the urban developmental framework. The function of planning in its relationship to the environment. Comprehensive planning with its many ramifications involving the various sections of our society. Methods for analyzing problems as well as design methods for problem solving.

PA 661 Problems of Metropolitan Areas
Analysis of the problems of government and administration arising from the population patterns and physical and social structures of contemporary metropolitan communities.

PA 663 Urban Housing
Encompasses the subjects of housing management, planning, finance and policy. Specific topics such as the provision of low-income housing, the use of mortgage insurance, interest subsidies, site planning, rent controls, code enforcement, mortgage markets and the rise of housing abandonment are stressed.

PA 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

PA 671 Administrative Problems
Exploration of the practical experiences and problem-solving situations in the day-to-day activities of a public administrator.

PA 680 Seminar in Public Administration
Exact material to be covered will be announced.

PA 690 Research Seminar
A core course required of all students. Students will undertake a major independent research study and participate in an integrative seminar on research and its uses in public administration.

PA 691 Research Project
Prerequisites: 15 graduate hours, permission of the public administration graduate program coordinator. Independent study for advanced graduate students on selected problems in public administration. May be taken more than once.

PA 692 Readings in Public Administration
Prerequisite: 15 graduate hours or permission of the instructor.

PA 693 Public Administration Internship
Prerequisites: 15 graduate hours, permission of the public administration graduate program coordinator. A supervised work experience in a cooperating public service agency. Students must be available for at least one day per week.

PA 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

PA 696 Independent Study II
A continuation of Independent Study I.

PA 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

PA 699 Thesis II
A continuation of Thesis I.

Physics

PH 680 Special Topics—Physics
Prerequisite: permission of the instructor. A study of selected topics of particular interest to students and instructor. Course may be taken more than once.

Philosophy

PL 601 Business Ethics
Problems include the nature of the corporation, the values of business activity, corporate social responsibility, the proper relationship between the corporation and government, employee rights and related matters. Problems are analyzed using the most important current theories of social and economic justice.

Political Science

PS 601 Constitutional Law
A study of the relation of the judicial process and constitutional law to the political process in the United States. Judicial review, federalism and separation of powers.

PS 602 Civil Liberties and Rights
An analysis of civil liberties, civil rights, due process and equal protection of the law. An examination of the role of the public official in the protection, denial or abridgment of the constitutional and legal rights of individuals.

PS 603 International Law
A study of the role of international law in the modern state system with particular reference to individuals; territorial jurisdiction; law of the sea, air and space; and the development of law through international organizations.

PS 604 Human Rights and the Law
An examination of the development of the international and national laws establishing human rights, the laws of war, war/criminality, crimes against humanity and the application of the universal declaration of human rights of the Helsinki Accords, and the concept of the individual as the basis of law.

PS 605 Criminal Law
Scope, purpose, definition and classification of criminal law. Offense against the person; habitation and occupancy. Offenses against property and other offenses. Special defenses. Emphasis on the Connecticut penal code.

PS 608 The Legislative Process
An analysis of the legislative process in the American political system. Stress will be placed on legislative politics in state and local government. Among areas covered will be legislative functions, selection and recruitment of legislative candidates, legislative role orientations, the legislative socialization process, the committee system, the legislators and their constituencies, legislative lobbyists, legislative decision making, legislative-executive relations and legislative organization and procedures.

PS 610 Legal Methods I
A study of procedure and process of the law as it applies in the American system and an introduction to legal research and writing.

PS 612 Contracts, Torts and the Practice of Law
An introduction to the most important components of private law, that is, contracts, torts and civil procedure and their application to business, government and individuals.

PS 613 Political Justice
An exploration of the relationship between legal issues and the political environment in history, including an examination of notable political trials, legislative investigations and regulatory decisions.

PS 615 Jurisprudence
The general philosophical framework for the law. The course will include the background and development of the common law, sources of the law and the court system. Special problems in Anglo-American jurisprudence are reviewed.

PS 616 Urban Government
An examination of the urban political system. Stress will be placed on the political aspects of urban government structures. Among the areas covered will be formal and informal decision making in urban government, community power structures, types of urban government structures, the politics of inter-governmental relations and the politics of servicing the urban environment (social services, planning agencies, education, housing, transportation, health, pollution control and ecology, revenue sharing, public safety, neighborhood corporations, etc.).

COURSES

PS 617 Law, Science and Ethics
The intersection of law, science and ethics in a variety of contexts, including experimentation with human subjects, psychosurgery, genetic engineering, organ transplants, abortion and the right to die.

PS 619 Legal Protection of Computer Software
Prerequisite: CS 602. This course will cover the legal principles involved in the protection of proprietary computer software and hardware by means of patents, copyrights and trade secrets. It also will consider software licensing and employer-employee relationships involving creative work.

PS 625 Transnational Legal Structures
An introduction to the basic structure of legal systems in other countries, their relationship to Anglo-American law and their contextual development. Special topics include: legal status of foreign and multinational corporations, rights and responsibilities of aliens, protections for investors, expropriation and procedural due process.

PS 626 Decision Making in the Political Process
An in-depth study of decision making in the American system with special emphasis on the various types of mechanisms: executive, legislative, judicial, bureaucratic, organizational and military. The influence of intelligence, economic and psychological factors and social pressures on decisions and decision makers will be examined.

PS 628 Change and Government
A study of the major processes of change and their consequences for the functioning of government. The course will concentrate on changes that may occur through violence, evolution or technology and which may alter the effective operation of government.

PS 633 The Political Process and the Aged
A study of the political process as it relates to the aged. Governmental decision making on federal, state and local levels including legislation and its implications.

PS 635 Law and Public Health
A course for the civil servant or health professional concerned with the laws relating to the public health at the federal, state and local level as well as the practical administration of those laws.

PS 641 The Politics of the World Economy
An examination of the global politico-economic system and the challenges facing world diplomacy. Multinational corporations and political structures designed to coordinate global policies for the monetary and trade systems, international organizations and their impact on Third World development and problems facing industrialized nations will be analyzed.

PS 645 Government and the Industrial Sector
The various impacts of government regulation on the corporate sector and the major legal and regulatory requirements affecting business and industry.

PS 652 Legal Administration
Examination of the structure and process of legal administration in the United States and the types of issues arising within it. It includes a discussion of the relationship among social, economic and political factors and their effects on administration of law and public policy in contemporary issue areas.

PS 655 Conflict Resolution
Essential features and methods available within the legal system to resolve disputes, including the uses of law, equity, administrative agencies, bureaucracies, arbitration, mediation, special commissions and private self-help. Consideration will be given to the applicability of those methods to various types of disputes and will touch on the choice of law in instances when no single rule may govern in a federal system.

PS 670 Special Topics
A study of items of special interest may include: First Amendment problems, energy and the law, law and the environment, labor legislation and the law, law and commercial paper and stock issues. May be taken more than once.

PS 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

PS 696 Independent Study II
A continuation of Independent Study I.

PS 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

PS 699 Thesis II
A continuation of Thesis I.

Quantitative Analysis

QA 600 Quantitative Analysis
Basic mathematics for solving economic and business problems. Topics include algebra review, equations and inequalities, graphs, exponential and logarithmic functions, an introduction to matrix algebra. No credit.

QA 604 Probability and Statistics
Prerequisite: QA 600 or equivalent. An introduction to business statistics. Topics include data analysis and presentation; frequency distributions; probability theory; probability distributions, decision making under uncertainty; sampling and statistical inference; hypothesis testing; t, chi-square and F tests.

QA 605 Advanced Statistics
Prerequisite: "B" or better grade for QA 604 or equivalent. A continuation of QA 604. Topics include simple regression and correlation, multiple regression, analysis of variance, the general linear model and an introduction to time series analysis and forecasting techniques.

QA 606 Advanced Management Science
Prerequisites: IE 601, QA 604, QA 605. An examination, from a management viewpoint, of the scope of applicability of the methods and models developed in IE 601, Introduction to Operations Research/ Management Science, QA 604, Probability and Statistics, and QA 605, Advanced Statistics. Topics include parametric programming and economic interpretation of the dual LP problem, marginal costs and revenues, shadow prices, opportunity costs, incremental costs, costs of deviation from optimal solution point(s) and location or construction of desirable alternate optimal solutions.

QA 607 Forecasting
Prerequisite: QA 605 or permission of the instructor. This course will present a wide range of forecasting methods useful to students and practitioners of management, economics and other disciplines requiring forecasting. The course will focus on quantitative techniques of forecasting and will include smoothing and decomposition approaches, multiple regression and econometric models, and autoregressive/moving average methods including generalized adaptive filtering and Box-Jenkins methodology.

QA 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. Courses may cover decision science methods such as experimental design, non-parametrics, data analysis with SPSS, Bayesian decision theory and simulation. May be taken more than once.

QA 690 Research Project
Prerequisite: 15 graduate hours or permission of the instructor. Independent study under supervision of an adviser.

QA 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

QA 696 Independent Study II
A continuation of Independent Study I.

QA 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

QA 699 Thesis II
A continuation of Thesis I.

Science

SC 615 Life Cycle Nutrition
Prerequisites: introductory nutrition, introductory biology, introductory chemistry, or by special permission. A review of the structures, properties, sources and actions of the major nutrients. Discussion of the relationships of the nutrients to various physiological processes. Emphasis on nutritional needs during the various stages of life. Therapeutic nutritional applications presented where applicable.

SC 616 Geriatric and Advanced Nutrition
Prerequisites: SC 615 or strong background in nutrition. Latest concepts of nutrition discussed. Reports from current journals presented. Special emphasis given to nutritional problems of the aged. Preventative and therapeutic nutrition covered.

COURSES

SC 621 Microbiology
Prerequisites: BI 301, or permission of the instructor. Use of current literature to view the beneficial and deleterious impacts of microorganisms, from viruses to fungi, on the environment. Topics will be diversified and dependent upon student preference.

SC 622 Bacteriology
Prerequisites: BI 301, BI 302, or permission of the instructor. Study of the characteristics basic to classification of bacteria. Group-by-group study of bacteria with emphasis on the major detrimental and beneficial contributions of each group as they affect humans and the environment. Students will be expected to survey recent findings in scientific publications.

SC 642 Biology of Aging
A study of mammalian aging including chemical, genetic, cellular, physiological, nutritional and evolutionary aspects.

SC 670 Selected Topics
Prerequisite: 9 graduate hours. A study of selected issues of particular interest to the students and instructor. May be taken more than once.

SC 690 Research Project
Prerequisite: permission of the instructor. Independent study under the supervision of an adviser.

SC 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

SC 696 Independent Study II
A continuation of Independent Study I.

SC 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

SC 699 Thesis II
A continuation of Thesis I.

Occupational Safety and Health Management

SH 602 Safety Organization and Administration
Intensive study of the occupational safety and health field as it currently exists. History and growth of industrial safety. Motivational and psychological aspects of accident prevention. Legal aspects of safety, including worker compensation and state and federal regulations. Engineering needs. Development of voluntary standard systems. Fire prevention, industrial hygiene and future directions.

SH 605 Industrial Safety Engineering
An analysis of the major physical hazards in industrial work and the attendant safety practices employed to eliminate the hazardous condition or minimize the likelihood and extent of injury. This includes the hazards associated with machinery, combustion, electricity, material handling and fire.

SH 608 Industrial Hygiene Practices
Prerequisite: introductory chemistry. Recognition of the magnitude and extent of the health hazards characteristic of industrial work. An evaluation of the danger, the control of the hazard and the protection of the worker.

SH 611 OSH Seminar
The students and OSH faculty will meet once a week throughout the trimester. The student will select a topic directly related to occupational safety and health, conduct a literature search, do a research project and prepare and defend a mini-thesis.

SH 615 Toxicology
Prerequisite: introductory chemistry. Introduction to environmental and industrial toxicology; toxicologic evaluation; the mode of entry, absorption and distribution of toxicants; the metabolism and excretion of toxic substances; interactions between substances in toxicology; toxicologic data extrapolation; particulates; solvents and metals; agricultural chemicals—insecticides and pesticides; toxicology of plastics; gases; food additives; plant and animal toxins; carcinogens, mutagens and teratogens.

SH 620 Occupational Safety and Health Law
A survey of the major federal occupational safety and health laws with an emphasis on the Occupational Safety and Health Act of 1970 (Public Law No. 91-956) as well as state and federal workmen's compensation law. Studies will focus on the administration of the laws, their major provisions, the enforcement process as well as the federal/state interrelationships in this milieu.

SH 630 Product Safety and Liability
An investigation into the legal pitfalls and the human concerns inherent in the marketing and consumption of goods: sellers responsibility, product liability, insurance, labeling requirements. The Consumer Product Safety Act and related acts, the procedures for minimizing legal risk and maximizing human safety and health.

SH 660 Industrial Ventilation
A thorough study of industrial ventilation systems including theory of design, air pollution control, life-cycle costs, automatic controls, instrumentation, relevant codes and standards, and the valuation of system performance.

SH 661 Microcomputers in Occupational Safety and Health
Introductory course on using microcomputers in occupational safety and health. Instruction in techniques used for data processing, statistical analysis, interfacing with instrumentation and linking with mini- and main-frame computers.

SH 665 Occupational Safety and Health Measurements
Theory and practice of current methods and techniques applicable to occupational safety and health. Experiments will be conducted in ventilation, non-ionizing radiation, measurement of airborne contaminants, noise and heat stress. Instruction on statistical analysis of safety data will also be included.

SH 670 Selected Topics
A study of selected issues of particular interest to the students and instructor. May be taken more than once.

SH 690 Research Project I
Prerequisite: permission of the instructor. Independent study under the supervision of an adviser. 1-3 credits.

SH 691 Research Project II
A continuation of Research Project I.

SH 693 OSH Internship I
Coordinated with local industry or governmental agencies such as OSHA, NIOSH and EPA. It involves practical problems in occupational safety or industrial hygiene and approaches to solving these problems under the supervision of a practicing professional. At the end of the project a report will be prepared by the student and be presented to the OSH faculty for grade evaluation. 1-3 credits.

SH 694 Internship II
A continuation of Internship I. 1-3 credits.

SH 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty. 1-3 credits.

SH 696 Independent Study II
A continuation of Independent Study I. 1-3 credits.

SH 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

SH 699 Thesis II
A continuation of Thesis I.

Sociology

SO 601 Minority Group Relations
An interdisciplinary survey of minority groups in the United States with special reference to ethnic, religious and racial factors that influence interraction.

SO 610 Urban Sociology
Prerequisite: PA 604. The problems of urban growth and development. Residential patterns together with the physical development of cities and their redevelopment. An examination of the people and their relationships to the environment.

SO 620 Sociology of Bureaucracy
A study of some of the classic conceptualizations of bureaucracy and their relevance to the structure and functioning of American economic and governmental institutions. The course will be designed to give students informational and experiential resources with which they, as planners and managers, can improve their abilities to make effective policy decisions.

SO 641 Death and Suicide
In-depth analysis of suicide. Traditional theories of suicide are analyzed regarding the psychological approach as well as the demographic and group analysis of sociology. The goal of the course is both academic and practical, stressing community application.

COURSES

SO 649 Seminar in Health and Social Policy
Analysis of the legal, political, social, economic and organizational factors in planning and providing health care services with emphasis on policy formulation and implementation. Current health policy issues will be discussed.

SO 651 Social Gerontology
Basic introduction to the field of gerontology. Discusses the history and definition of the field, the contributions of academic disciplines to the field, various perceptions of aging; explores the basic theories, problems and prospects of gerontology.

SO 652 Seminar in Gerontology
The seminar will focus on a topic or a series of topics crucial to the analysis of the gerontological phenomenon and will explore interdisciplinary techniques and findings.

SO 670 Selected Topics
A study of selected issues of particular interest to the student and instructor. May be taken more than once.

SO 695 Independent Study I
A planned program of individual study under the supervision of a member of the faculty.

SO 696 Independent Study II
A continuation of Independent Study I.

SO 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a thesis.

SO 699 Thesis II
A continuation of Thesis I.

Social Welfare

SW 651 Social Work with the Elderly: Individuals, Families, Groups
The problems of aging, focusing particularly on the individual and the immediate family. Emphasis will be placed on the role of social work in helping the individual and the family to deal with issues of discrimination, medical and psychological problems, parent-child conflicts, death and dying.

SW 652 Human Services and the Elderly: Programs, Planning, Policies
An introduction to the variety of private and public social service programs available to the elderly. An attempt will be made to identify gaps and propose alternatives for future programming.

Tourism & Travel Administration

TT 610 Legal Aspects of the Travel Industry
This course is designed to provide students with knowledge of the legal issues that affect the rights and responsibilities of clients, carriers, suppliers and operators in the travel industry. Topics include travel agency/client relationships and contracts; business practices and liabilities of land, sea and air carriers; legal requirements and personnel issues in the purchase, ownership and sale of travel agencies; and the impact of antitrust laws on the travel agent and the travel industry.

TT 620 Deregulation: A New Era in the Travel Industry
This course will review the events leading to the Airline Deregulation Act of 1978 and subsequent deregulation rulings in the travel industry. The impact of deregulation on the industry will be examined. Topics include travel agency marketing and distribution changes, evolution of regional and trunk carriers, low-cost carriers and their impact on the industry, corporate changes and mergers.

TT 625 Travel Industry Human Resources Development
Personnel functions in the travel industry will be examined, including recruitment and selection of personnel for positions in a service industry, policies and procedures, compensation, retention and motivation. Study of human resources development will cover design of employee training programs in sales and communication skills and development of management skills for successful employee relations.

TT 630 International Tourism and Travel
Study of the impact of tourism nationally and internationally, including the political power of tourism, the contributions of tourism to the economy worldwide and the sociocultural aspects of tourism. The course will examine national and international tourism policies as well as the international organizations that provide assistance to the tourism industry.

TT 635 Corporate Travel
This course will study the emergence and impact of the travel management systems handling corporate travel accounts. Students will acquire knowledge and skills necessary for the development, acquisition, management, service and maintenance of commercial, corporate travel accounts and clients. The consolidation of business travel arrangements and the benefits of travel management corporations and systems will be analyzed.

TT 640 Travel Industry Business Dynamics
This course will examine travel agency management and organizational structure as related to growth and financial planning. Topics covered will include organizational dynamics, human resource development, systems planning and implementation, effective communication, technology management and automation, financial management and accounting systems and the legal and insurance aspects of the agency/principal/client relationship.

TT 660 Comparative Tourism
A detailed study of tourism development within mainstream destination countries. An in-depth evaluation of selected foreign countries in relationship to tourism, and their political, geographical, agricultural, religious, climatic and socioeconomic status.

TT 690 Research in Tourism and Travel Administration
Focus toward the individual student and individual interests that may be applicable to current research in tourism and travel literature. Research must be conducted under the supervision of a faculty member.

TT 695 Independent Study I
A planned program of individual study under the supervision of a faculty member.

TT 696 Independent Study II
A continuation of Independent Study I.

TT 698 Thesis I
Prerequisite: 15 graduate hours. Periodic meetings and discussions of the individual student's progress in the preparation of a graduate thesis.

TT 699 Thesis II
A continuation of Thesis I.

COURSES

Doctoral Program Course Descriptions

EC 703 Forecasting and Econometrics

Contemporary use of advanced forecasting and econometric techniques in modern corporations and in non-profit/ public sector organizations. Computer-aided modeling will be stressed within the framework of corporate planning.

EC 704 Public and Private Policy Interfaces

Descriptions of the varied and complex interfaces and interdependence between public and private organizations. Roles of regulatory agencies and the resultant responses of regulated organizations.

FI 701 Seminar in Financial Policy

Review of contemporary thought relevant to financial policy formulation within organizations. Analysis of capital markets, regulation and resource availability in the context of contributors to overall corporate policy and strategic decision making.

IE 704 Seminar in Management and Control Systems

Topical coverage of contemporary management information systems and their roles in corporate planning and control functions. Resource control systems are reviewed in conjunction with budgeting, cost accounting, organizational communication and managerial decision making.

MG 701 & MG 702 Research Design I & II

Research Design I & II are designed to provide students basic training in research. Participants will have ample opportunities to examine relationships among ideas, question the basic assumptions, learn methodology and measurements of variables, test hypotheses and interpret the findings. Major focus is also on the application of the advanced statistics topics (including design for experiments, factor analysis and non-parametric analysis) to public and private management problems. Intensive training, guidance and experience in library research, as well as statistical computing by SPSS and other computer statistical package programs, will be provided.

MG 737 Seminar in Management — Current Topics

Review of the state-of-the-art of the management process. Topical coverage of contemporary management theories, trends, developments, successes and failures.

MG 738 Policy and Strategic Decision Making

Intensive review of policy formulation and strategic decision making in large and small organizations, with emphasis on private corporations. Interfaces with government, special interest, labor and foreign organizations are incorporated into the overall policy review process.

MK 701 Seminar in Strategic Marketing

Role of marketing and marketing research in the development of organization policy and corporate decision making.

P 719 Seminar in Human Resources

Review of contemporary research relevant to the management process in organizations of all types. Topics include specific contributions from behavioral science, organization development, industrial relations and group dynamics.

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Khalil E. Abboud, scheduling coordinator
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Sybil J. Merritt, international student admissions secretary
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Marjorie Manfreda, recorder
Alice Redding, secretary

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	Ralph C. Burr, B.A., M.L.S. public services librarian
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	Jacqueline L. Church, B.A., M.A., associate director
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Security	Donald R. Scott, chief
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University of New Haven

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Complete both sides.

Graduate School application for admission

University of New Haven, 300 Orange Avenue, West Haven, CT 06516

Instructions for applicants:

This application must be filled out and returned to the Graduate School, University of New Haven, West Haven, Connecticut 06516, along with:

1. A $20 non-refundable application fee. This application cannot be processed unless accompanied by the fee.
2. Official transcripts forwarded by all colleges previously attended.
3. Two letters of recommendation. (Recommendation forms are attached)

Today's Date _____

Legal Name ☐ Mr. ☐ Ms. _____
Last First Middle

Names different from above that may appear on academic records _____

Permanent Address _____ Telephone No. ( ) _____
Street Apt. # Area Code

_____
City or Post Office State Zip Code

Mailing Address (if different from above) _____
Street Apt. # City or Post Office State Zip Code

Birth Date _____ Social Security No. _____

Please indicate the program for which you are applying: _____

If you desire a concentration within that program of study, please indicate: _____

Where do you plan to attend most of you classes?

☐ at the West Haven campus? ☐ at an off-campus center? Specify: ☐ Groton/New London ☐ Trumbull ☐ Danbury ☐ Middletown ☐ Clinton ☐ Waterbury ☐ Wallingford

Do you plan to study ☐ part time or ☐ full time?

Indicate the trimester you intend to start graduate study:

☐ September, 19____ ☐ January, 19____ ☐ April, 19____ ☐ Summer, 19____

Will you be applying for a student loan? ☐ Yes ☐ No

How did you learn about UNH? ☐ Radio ☐ Newspaper Ad ☐ TV Commercial ☐ Direct Mail
☐ Friend ☐ School Guide ☐ Off-campus Coordinator ☐ College Fair ☐ Other _____

Optional (for U.S. citizens only):

In order to meet federal and state reporting requirements, the university needs to obtain the information requested below. UNH is committed to equal access to educational and employment opportunities regardless of race, creed, color, religion, age, sex, national origin or disability. The information you provide will have no effect on your application. (Please ✔ all items that apply.)

White (non-Hispanic)	☐	Asian or Pacific Islander	☐	Male	☐
Black (non-Hispanic)	☐	American Indian or Alaskan Native	☐	Female	☐
Hispanic	☐	Other _____	☐	Disabled	☐

please turn over

Scholastic Record (list in chronological order all colleges and universities attended)

Name of School	Location	Attendance From – To	Date of Graduation	Degree	Major Program

Employment Record (from present position to include the past five years)

Position Held	Date	Name of Employer	Location	Telephone No.

Citizenship: Are you a citizen of the U.S.? YES ☐ NO ☐
(If answer is NO, you must complete the questions listed below)

1. Resident Status:
Are you a permanent resident of the U.S.? YES ☐ NO ☐
If answer is YES: List your alien registration number A— — — — — — — — —
If answer is NO: Complete all questions below. Do not leave any blank spaces.
Write in NA (not applicable) if a question does not apply to you.

2. Personal Information: Male _____ Female _____
Place of Birth _____ Country of Citizenship _____

3. Language Information:
A. I shall take, or have taken the TOEFL (Test of English as a Foreign Language) examination on: Date: _____
Place: _____ Score: _____
B. First language of use: _____
Number of years of formal instruction in English: _____ Where _____

4. Immigration Information:
A. What is your current visa status? (if none go to section B) Circle one:

B-1 B-2 F-1 F-2 H H-1 J-1 J-2 L M Other _____

School or organization issuing document used to obtain entry into the U.S.: _____
Date of initial entry into the U.S.: _____ Admission number: _____
(The admission number is located on the top portion of Form I-20 I.D.).
B. What type visa will you be applying for: _____

Certificate To Be Signed By All Applicants

The information supplied on this application is complete and true to the best of my knowledge. All materials and supporting records submitted by me or on my behalf in connection with this application or my attendance will not be released to anyone other than authorized university personnel without my consent.

It is understood that incorrect or falsified information will be grounds for disapproval of this application or dismissal from the university. The undersigned agree(s) to pay all financial obligations if admitted to and attending the university, including obligations incurred if financial aid is terminated, reduced or postponed for any reason.

The undersigned also authorize(s) the Office of Public Relations of the university to publish the applicant's picture, address, major, honors, sports or other activities for public relations purposes should the applicant decide to attend the university in any capacity. This publicity authorization may be rescinded by notifying the Office of Public Relations in writing within 30 calendar days of admission to the university.

Applicant's Signature _____ Date _____

The University of New Haven does not discriminate in admission or employment on the basis of sex, race, religion, age, national origin or physical handicap. An equal opportunity/affirmative action institution.

University of New Haven

Please Print or Type.
Complete both sides.

Please Expedite

RECOMMENDATION FORM

To be completed and returned directly to:

UNIVERSITY OF NEW HAVEN GRADUATE ADMISSIONS
ADMISSIONS SECRETARY
WEST HAVEN, CONNECTICUT 06516

Name of applicant _____ Undergraduate college _____

Program to which applicant is applying _____

TO THE RESPONDENT: The above-named person has applied for admission to the Graduate School of the University of New Haven. Please provide us with your estimate of the qualifications of this candidate and of the reasonableness of his or her academic goals. It will help us if you indicate how long and in what capacity you have been acquainted with the candidate. If possible, compare his or her competence, motivation and intellectual ability with others you have known with similar goals. A candid, thoughtful statement, free of exaggeration will be most useful to us. Please use reverse side of this sheet when necessary.

In conformity with the Family Educational Rights and Privacy Act of 1974 we cannot regard letters of recommendation as confidential unless students waive their right to inspect such letters. If you wish the school to keep this information confidential, please have the applicant sign the waiver on the back of this page.

please turn over

Recommendation, cont'd.

I: ☐ recommend strongly ☐ recommend ☐ recommend with reservation

☐ do not recommend this candidate for graduate study at the University of New Haven.

Name _____

Position _____

Address _____

Date _____

Signature _____

Since the applicant expects your response to be considered as part of his/her application, we plan to defer action on the application until hearing from you.

Thank you for your assistance.

WAIVER

I hereby waive my right to inspect any letters of recommendation written to the University of New Haven Graduate School on my behalf by _____.

(Applicant's Signature) _____

University of New Haven

Please Print or Type.
Complete both sides.

Please Expedite

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(Applicant's Signature) _____

Transcript Request Sheet. To be filled out and mailed directly to the school or schools from which transcripts are requested. This form may be photocopied as necessary. Most schools charge from one to two dollars for this service. Again, under the Family Rights and Privacy Act, this form must be signed before it is sent.

Request for college transcript.

I approve the release of an official copy of my transcript to the University of New Haven.

_____
Signature Date

TO: Registrar

_____
name of college or university

_____
address

_____

Please send an official transcript of my work to:

Dean of the Graduate School
University of New Haven
West Haven, CT 06516

Name _____

Date of Birth _____

Date of Graduation _____

Years attended _____

Current address _____

_____

Transcript Request Sheet. To be filled out and mailed directly to the school or schools from which transcripts are requested. This form may be photocopied as necessary. Most schools charge from one to two dollars for this service. Again, under the Family Rights and Privacy Act, this form must be signed before it is sent.

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_____
Signature Date

TO: Registrar

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_____
address

_____

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Dean of the Graduate School
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West Haven, CT 06516

Name _____

Date of Birth _____

Date of Graduation _____

Years attended _____

Current address _____

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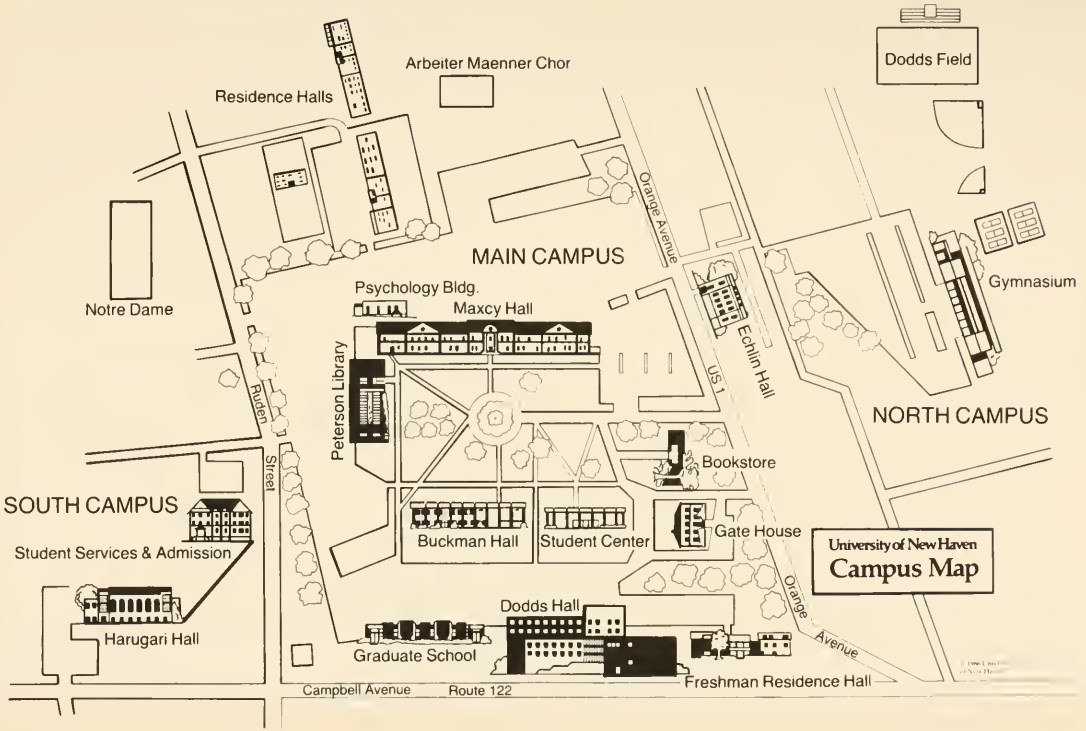
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